



# Clavet Skating Club

## Parent and Skater Information Handbook



**SKATE**CANADA

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## **ABOUT US**

The Clavet Skating Club is a non-profit, volunteer organization that operates out of the Clavet Arena. Since 1990, the Clavet Skating Club has delivered quality learn-to-skate, recreational, and competitive programs. We offer a wide selection of high calibre learn to skate programs providing a solid foundation in skating fundamentals which lend themselves to figure skating, hockey, and ringette. Figure skating is a popular sport in Saskatchewan with over 8,800 participants taking part in certified Skate Canada programs.

## **OUR MISSION**

To offer a wide selection of affordable, effective, and quality skating programs and events designed for the social, recreational, emotional, and physical benefit of all skaters.

## **OUR VISION**

A progressive, respected skating club where all skaters have an equal opportunity to realize their potential and goals.

## **OUR VALUES**

We value and demonstrate:

- Respect for others, facilities, and equipment
- Co-operation and teamwork
- Personal development and physical fitness
- Effective communication
- Honesty and integrity
- Responsibility
- Excellence

# CLUB RULES AND GUIDELINES FOR STARSKATERS

To help ensure our skating season runs smoothly, please keep the following expectations in mind. Skaters – guest or club – not abiding by the expectations may be asked to leave the ice surface.

## Be Prepared!

- ★ Skaters should be on the ice and prepared for lessons at the start of skating each day. If you will be late, please notify the coaches ahead of time. Similarly, if you are unable to attend skating, please let the coaches know.
- ★ Skaters should be ready for their lessons. This means being warmed up at least 15 minutes before the lesson is scheduled to start. Being prepared for a lesson helps you to get the most out of every minute! Coaches reserve the right to refuse a lesson if skaters are not properly warmed up.
- ★ Bring a water bottle out to the boards and anything else you feel you may need throughout your session (such as mini mitts, tissue, etc.). Please no food, gum, or pop.
- ★ Skaters are expected to participate in each stroking session offered; stroking sessions benefit each and every skater! After a stroking session is completed, skaters are encouraged to remain on the ice and continue working. Again, coaches reserve the right to refuse a lesson if skaters do not participate in stroking.
- ★ If you must take a break, please let one of the coaches know. Breaks shall be no longer than ten minutes and should be taken only once each session, unless in extenuating circumstances.
- ★ Be dressed appropriately. This means wearing mini-mitts, form-fitting layers (i.e. no hoods, scarves, baggy sweats), and skating tights.

## Be Respectful!

- ★ Right of way on the ice goes first to coaches, then to skaters in a lesson, then to skaters with their music playing, and then to all other skaters. Please remember to keep your eyes up at all times! Tag, copying programs, and other similar games will not be tolerated.
- ★ Music requests go first to coaches; all other music will be played in the order requested. Skaters are highly encouraged to use their music on each session.
- ★ During free skate time, jumps should be performed on the ends of the rink while spins should be performed in the center.
- ★ Practice skills during skills time, free skate during free skate time, and dance during dance time whenever possible.
- ★ After a fall, get up as quickly as possible. If you are hurt, move to the boards (if able) and get the attention of a coach.
- ★ Encourage fellow skaters and treat others as you wish to be treated.

Remember – only skaters and coaches may enter the ice area!

## THE SKATING SEASON

To allow for the best utilization of ice time and to provide adequate training time, Clavet Skating Club has broken its skating year into two seasons. Skaters will apply separately for each season and will have greater flexibility in their training schedule.

**Fall School:** runs 5 weeks from mid-September to mid-October.

**Regular Season:** commences immediately upon the conclusion of Fall School and runs until the end of March.

**Consult the clubs website for specific dates.**

## CLUB PROGRAMS OFFERED

**CANPOWERSKATE:** CanPowerSkate is an action-packed, high energy instructional power skating program geared to hockey and ringette skaters that focuses on balance, power, agility, speed and endurance. Skills, techniques and conditioning drills are taught in a progressive format that emphasizes how the skills apply to game situations. CanPowerSkate is geared to skaters aged approximately six or older who already have basic forward and backward skating skills (they must be able to skate the length of the rink using alternate strides) and are able to stop on command without use of the boards.

**NEW CANSKATE:** CanSkate is SkateCanada's flagship learn-to-skate program, designed for beginners of all ages. The three fundamentals of skating - Agility, Balance, and Control - are taught using a variety of circuits and stations, equipping skaters to advance into the skating discipline of their choice, whether it be CanPower, hockey, ringette, figure skating, or recreational skating! Skaters utilize a fast track to explore stride, while music and teaching aids add fun and variety. Participants receive a series of ribbons in order to track their progress through the stages. All lessons are given in a group format and led by NCCP certified professional coaches, who are assisted by trained program assistants.

**RISING STARSKATE:** This program is designed to help skaters make a smooth transition from CanSkate to STARSkate. Skaters in this program continue to receive lessons in a group format, maximizing their time spent with a qualified skating instructor. Participants continue to build strong skating skills, with an increased focus on edgework, spins, and jumps. Different aspects of the STARSkate program, such as stroking, skills, dance, and choreography are introduced. Various incentives keep this program motivating and fun!

**STARSKATE:** This program offers opportunities for skaters of all ages to develop fundamental figure skating skills in the areas of ice dance, skating skills, freeskate and interpretive skating. This program allows figure skating skills to be taught in both group and private lesson format and encourages development in a progressive and sequential manner. Skaters will also have the opportunity to take SkateCanada tests in all disciplines through a nationally standardized testing system.

STARSkate is divided into two programs: Junior and Senior. Junior STARSkaters are those skaters currently working on their preliminary tests; these skaters will receive a high ratio of group lessons as they work to further develop their capabilities and become introduced to their very own free skate program. Senior STARSkaters are those skaters currently working on their intermediate and senior-level tests. Some Senior STARSkaters may choose to enter the CompetitiveSkate stream, which allows them to compete in qualifying events for Skate Canada.

SKATING SKILLS: The Skating Skills program is used to teach skaters sequences of fundamental skating movements, executed on a pattern and skated solo. The objective of the Skating Skills program is the mastery of the fundamentals of skating: edge quality, turn quality, control, balance, power and speed.

ICE DANCE: Consisting of seven levels of tests, the Ice Dance program allows skaters to develop timing, musicality, rhythm interpretation, structure and basic skating movements such as edges, lean, flow, control and unison.

**FREE SKATE:** Freeskate refers to jumps, spins, footwork, field movements and stroking. Skaters will practice and perform these elements both in isolation and in a freeskate program performed to music.

**INTREPRETIVE:** The objective of the interpretive program is to encourage and develop skaters' creativity, expression, musicality, movement, interpretation of music, as well as the use of space, rhythm, line and style. The program provides skaters with the opportunity to explore the performance aspect of skating without focusing on technical elements.

**STROKING:** The stroking program focuses on developing good edges and turns, balance and agility, strength, endurance, and creative movement. These sessions are important for skater's development and greatly increase their general skating abilities. Stroking sessions are designed to improve skating in all other areas.

**OFF-ICE TRAINING:** Off-ice training is an excellent way to compliment on-ice training. The off-ice training program offered at the Clavet Skating Club is designed to help skaters with flexibility and to increase their body awareness. Other elements that are included are ballet and yoga, both of which also enhance on-ice performance. Goal setting is introduced and skaters will each create short-term and long-term goals for the season. Cardio and strength training are also included, with an emphasis on setting both long-term and short-term goals. Other mental training exercises are introduced and skaters will also work on jumps and spins off-ice.

## MOVEMENT THROUGH THE PROGRAMS

Skate Canada, under the direction of Sport Canada, has implemented a Long-term Athlete Development Model, which helps coaches and clubs direct the growth and development of all participants so that they can reach their fullest potential. The various programs offered by Skate Canada, and our club, are designed to meet the needs of all athletes at various ages and stages of development. The continuum of programs offered at Clavet Skating Club ensures that skaters move at a rate that is appropriate for their development, so as to aid future development and continuous growth. Because every skater is different, every skater will move through the programs at a rate unique to him or her. In general, the coaches use the following criteria – in combination with their professional judgement – as guidelines for when skaters can expect to move from program to program.

**CANSKATE:** Skaters are new to the sport and require maximum instructional time, as well as ample opportunity for repetitive practice. This is what CanSkate is all about! Skaters utilize circuits to continuously move and practice, and are always working in groups, supervised either by PAs or Coaches, to ensure they receive timely feedback and guided instruction. Skaters are introduced to the idea of a proper warm-up and cool-down, as well as the incorporation of speed through the fast track. Music, teaching aids, and cues are all used to help keep the session fun and dynamic!

**RISING STARSKATE:** Skaters who achieve their complete Stage 4 CanSkate badge, and demonstrate a desire to move into figure skating, along with a basic sense of time management and self-direction, will be moved into our Rising STARSkate Program. Because skaters at this level are still new to the sport, it is essential they receive 1:1 instruction at all times to ensure that time spent on the ice is quality time spent on task. The group lessons that skaters in this program receive ensure that skaters are continuously moving, exploring new skills and movements, and receiving constructive feedback. The amounts of repetitions that skaters perform is monitored by a coach to ensure that muscle memory

formed is “good” muscle memory (vs. forming bad habits). The skaters are introduced to new skills in a controlled environment, allowing them to continually develop. At this stage, group instruction is also more cost-effective and fun for the skaters as they can learn and grow together, as well as challenge one another. At this stage, more ice time and independent practice is not, necessarily, better. In fact, until skaters are ready for more independent practice, it has proven to be an inhibitor to overall skater development. In other words: quality vs. quantity of ice time is key! Instead, skaters should be spending time on other movement activities outside of skating to encourage overall physical development: running, playing basketball, gymnastics, swimming, climbing trees, etc.!

**JUNIOR STARSKATE:** Skaters who demonstrate the following characteristics will be encouraged to move into Junior STARSkate, which combines group lesson time with individual practice and private lesson time:

- A strong understanding of edges, stroking, and body position (i.e. how to speed up a turn with their body, produce more power with different strokes)
- “Skill on Demand” (i.e. basic skating skills, spins, and jumps can be done automatically, without correction or instruction)
- Psychological preparedness and strong mentality (i.e. beginning to self-correct, manage time, perform basic skating routines without first clarifying, independence)

**SENIOR STARSKATE:** Skaters will be invited to move into the full senior program when they demonstrate a high level of independence in their practice: skill on demand, psychological preparedness, and understanding of edges, stroking, and body position will be at a much higher level, as skaters will have completed all of their pre-preliminary tests and some of their preliminary tests.

Remember: no program is better than another; rather, everything is created to allow skaters to progress from one stage to another when they are ready, both skill and development-wise. It is for the best interest of all skaters’ development, as well as the safety of all skaters.

# COACHING

## **Lessons**

Once a skater enters Junior STARSkate, they may wish to request private or semi-private lessons. Both private and semi-private lessons give the skater the opportunity to receive additional time with a certified professional coach, where attention is focused solely on them. These lessons are optional as skaters will receive group lessons that are included in their lesson fees. Senior STARSkaters are encouraged to request private or semi-private lessons; however group lessons (3 skaters) are also possible in certain situations. As Senior STARSkaters receive only stroking lessons included with their registration fees, it is at the discretion of the parents and the skater to choose how many lessons they would like and the coaches will do their best to accommodate all requests. When making this decision consider the goals, age and time availability of the skater as well as your finances. The coaches are happy to advise you on this if you would like their assistance. Please understand that this may be difficult and in some situations slight changes may need to be made.

## **Billing**

Bills for private, semi-private, and group lessons will be handed out the first Monday of each month. Cash and cheques are generally accepted (please check with your coach). If you are writing a cheque, please make the cheque payable to the coach who issued the bill. All bills are due UPON RECEIPT. *Payments are required no later than 2 weeks from the billing date. Skaters who have unpaid bills will not receive lessons from any of the coaches until these bills have been paid.*

## **N.S.F. Cheques**

If an N.S.F. cheque is received by one of the coaches, you will be charged the amount charged to that coach by their bank. The exact amount will vary based on the banking service used by that coach.

## **Program Assistants and Helpers**

Program assistants are a vital part of the CanSkate program. As an assistant, skaters will aid the certified professional coaches in the delivery of the CanSkate program. All program assistants (new and returning) are required to attend the training session in the fall. Skater must be a minimum of 11 years of age at registration to become a program assistant. Helpers must be a minimum of 10 years of age at registration. As well, program assistants and helpers must have passed their *Preliminary Dance* and *Preliminary Skating Skills* tests.

Program assistants and helpers will receive a 'gift of appreciation' in their bursary account for each time they assist during CanSkate or Rising STARSkate. The money paid into this account can only be used for expenses incurred within the club, including things such as ice time, club fees, club clothing, competition entry fees, and test day fees. Program assistants receive \$5.00 per session and helpers receive \$4.00 per session. If a helper is asked to assist in the same way that a program assistant would, they will receive \$5.00 for that session.

# ANNUAL EVENTS

## Ice Show

Skaters with the Clavet Skating Club have an opportunity to participate in an exciting annual event - our annual Ice Show, taking place in March. This is always a fun experience for the skaters, who have a chance to demonstrate their newly learned skating skills in front of family and friends. This show is a huge undertaking and requires the cooperation of many volunteers. Your assistance is welcome.

## Competitions

Skaters are encouraged to participate in competitions. Please consult your coach prior to registering in a competition. Refer to the club's website for a current list of competitions.

## Test Days

Regional test days are held periodically throughout the year, with member clubs volunteering to host the event. Coaches will hand out test envelopes to skaters 2 weeks before a scheduled test day. Please complete the test envelope and return it to the Test Chairperson as soon as possible. A test schedule will be posted at the rink prior to the test day. If a skater has to withdraw for any reason other than illness or injury within the 14 days of the test date, *the test fee must be paid.* **\*\*Skaters must pay the required fee BEFORE being tested. \*\***

It is the responsibility of the skater and/or their parents to:

- Hand in the white test envelope as soon as possible.
- Check the test schedule the day before the test day. Sometimes last minute changes have to be made to accommodate the evaluator.
- Be at the rink one hour before the scheduled test. Test days can run early or late depending upon a number of factors such as reskates, tests not taken, the length of the written comments the judge makes, etc... The schedule will run ahead if the tests take less time than scheduled as ending early is favourable for everyone.
- Come to the test day in appropriate attire. Skaters **MUST** wear skating dresses during their test and they are expected to have their hair in a ponytail and away from their face. Skaters should also ensure that undergarments are not visible during their test. As well, skaters should bring a sweater that can be worn during the warm-up period and removed for the test.
- Expect to wait for a half hour or possibly longer for test results. It takes time to record the results properly.

Please VOLUNTEER to help with the test day. Volunteers are needed as hosts (to supply food, make coffee), ice captains, music players, announcers, and for assisting with paperwork (before & during test day). The positions that require volunteers will be posted on the rink bulletin board.

**PLEASE RESPECT THE EVALUATORS, THEY ARE ALSO VOLUNTEERS**

# GENERAL INFORMATION

## What is SKATE CANADA?

Skate Canada is the largest figure skating governing body in the world. It is a non-profit association comprised of over 1,300 member clubs across Canada. It is also one of the largest recognized amateur sport bodies in Canada. Skate Canada is divided into 13 sections, roughly representing each province. Saskatchewan is one of these sections. Skate Canada is dedicated to providing Canadians with the opportunity to participate in skating throughout their lifetime for fun, fitness, and achievement.

Skate Canada – Saskatchewan is a non-profit sports governing body that is governed by Skate Canada. There are currently 165 member clubs in Saskatchewan. Skate Canada - Saskatchewan encourages the promotion and delivery of Skate Canada programs, focusing on lifelong fun, fitness and personal achievement. These programs provide skaters of all ages and skill levels with the opportunity to learn to skate and improve their skating skills. Skate Canada – Saskatchewan is proud to support True Sport and to promote the values and principles of this organization:

- Respect others
- Stay healthy
- Play fair
- Keep it fun
- Go for it

Skate Canada offers a variety of programs in order to meet the needs of all individuals who are interested in figure skating. These programs include CanSkate, CanPowerSkate, STARSkate, CompetitiveSkate, Skating Development, CollegiateSkate, AdultSkate, and Festival SynchroSkate. Below is a brief description of each program, with additional information being available on the Skate Canada website.

CanSkate is Skate Canada's flagship learn-to-skate program for beginners of any age that teaches fundamental movements and basic skills.

CanPowerSkate focuses on balance, power, agility, speed and endurance skills, all of which are especially important for hockey and ringette players.

STARSkate offers opportunities to develop figure skating skills in four different areas (skating skills, dance, freeskate and interpretive).

CompetitiveSkate incorporates a series of tests and other training opportunities to help competitors with potential to advance.

Skating Development includes Talent Identification, athlete monitoring, and Section and National Youth Camps.

CollegiateSkate offers customized opportunities for high school and university student athletes.

AdultSkate offers CanSkate, STARSkate and CanPowerSkate programs geared for adults.

Festival SynchroSkate provides competitive opportunities for athletes who choose not to be involved in the qualifying event stream of synchronized skating.

## **Skate Canada Membership**

All participants in Clavet Skating Club programs are members of Skate Canada and this membership include the following:

- Instruction and supervision by certified Skate Canada coaches and according to Skate Canada program guidelines (exclusive to members)
- Eligibility for testing within the Skate Canada program, with all test results recorded at Skate Canada
- Eligibility to compete in Skate Canada sanctioned competitions
- A certain degree of insurance coverage while on Clavet Skating Club ice time
- A Skate Canada membership card, with a membership number that allows skaters to access the “members only” link on the Skate Canada website. This link provides personal test information as well as other useful and interesting information. It is a very valuable resource.

\*Please note that the Skate Canada membership and administration fee cannot be paid from your fundraising account and payment for these fees is due at registration.

## **Refund Policy**

The SkateCanada Registration and Administration Fee are non-refundable. Clavet Skating Club Program Fees are non-refundable with two exceptions: (1) illness or injury of at least 7 consecutive days and (2) withdrawal from the club within 3 weeks of the program’s commencement. Refer to the club’s Policies for further detail.

## **Donations**

The Clavet Skating Club is a non-profit, volunteer organization, which relies, in part, on the generous donations of its patrons. We continue to welcome financial assistance, as well as donations of goods and services. Clavet Skating Club actively solicits funding to help offset costs incurred throughout the skating season. If you or your business is willing to support the club in this manner, please inform a member on the Clavet Skating Club executive.

## **Fundraising**

Each skater has an individual fundraising account. All amounts earned from individual fundraising activities will be credited to this account. The funds in this account can also be used for coaching fees, Clavet Skating Club clothing, test days fees, competition fees, and skating clothing or items. Should a skater have a balance in their account at the end of the season, the balance will carry over to the following season.

## **Kitchen**

The arena board requests that the Clavet Skating Club have the arena kitchen open during all skating times beginning with Fall School and continuing through the regular skating season as well as on a number of tournament weekends. The number of shifts required per family is dependent on the number of families registered. If there are an odd number of shifts left to fill, those families with more than one child are asked to do an extra shift. Kitchen shifts are a source of fundraising for the Clavet Skating Club as we receive a percent of the profits. The schedule for these shifts will be posted on the bulletin board. If you unable to work your shift, you are responsible to find replacement workers or to trade with someone else who is willing. A penalty of \$25 will be charged for each failure to fulfill required obligations.

## **Bingos**

Members of the Clavet Skating Club are required to work City Centre Bingos to subsidize the cost of the ice rental fees charged to the skating club by the Clavet Community Arena. The required number of bingos for each skating program is noted on the registration form and fees are paid at registration. Opportunities to work the bingo requirements are offered throughout the year. A credit will be issued at the end of the skating season for each bingo worked. If you are unable to work the shift that you signed up for, it is your responsibility to find a replacement worker and to inform the Bingo Coordinator.

## **Complaint Protocol**

Any concerns regarding on-ice programming at the Clavet Skating Club (such as the number of lessons received, specific coach requests, skater conflicts, etc.) should be first addressed to the senior-coaching staff, either in person or via phone/email. The coaches will follow up with this complaint as required, and communicate it to the executive or other members as deemed necessary.

Any concerns regarding off-ice programming at the Clavet Skating Club (such as fee concerns, fundraising, volunteer commitments, etc.) should be addressed to the club president, either in person or via phone/email. The club president will then delegate the inquiry to the appropriate executive member so that it can be resolved as quickly as possible.

## **Your Executive**

The Clavet Skating club is very fortunate to have volunteers to help make the skating season a success. Please refer to the Administration Page of the club's website ([www.clavetskatingclub.ca](http://www.clavetskatingclub.ca)) for a current list of the clubs executive.

If you have any questions or concerns, please do not hesitate to ask one of the executive members. Please note that we are always in need of more volunteers to fill positions. We ask that you consider donating your time to help out the club. The success of the Clavet Skating Club is a direct result of all the time and hard work that volunteers contribute. If you wish to help out in any way, please contact the club at [info@clavetskatingclub.ca](mailto:info@clavetskatingclub.ca) or one of the executive members directly.

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