



LANGLEY SKATING CLUB

INFORMATION HANDBOOK

Important information for all
Skaters, Parents, and Guardians

Issued By:

Langley Skating Club Ice Committee

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INTRODUCTION

Welcome to the Langley Skating Club.

We are a coach directed, volunteer-operated, non-profit organization. We rely heavily on help provided by the enthusiastic volunteers that manage our teams. Thank you, to all of you, who so willingly lend helping hands.

This new and revised handbook is the result of one of our committee undertakings. We know it will benefit both skaters and parents, and it is therefore required that **both the skater and their parent review the contents** for a complete understanding of the rules, regulations, and operating practices of our teams.

When contacting our volunteers, please keep in mind we are all just that, volunteers, with different skills, talents, and backgrounds working for the betterment of the teams and fulfilling positions to the best of our abilities. One volunteer may do things a little different or make a decision with different criteria than you would, but we are all interested in the development and future of the teams. Please be supportive at all times and do not hesitate to contact us if you have a question. Sometimes decisions are made with information that you are not aware of so make sure you have all the facts before drawing a conclusion regarding the way our club is managed. Together we can build a strong skating club that runs efficiently and effectively to meet the varying needs of all skaters.

If you have any questions or concerns please feel free to contact our coaches or the Synchro Rep and book an appointment. We will be pleased to assist where possible.

MISSION STATEMENT

At The Langley Skating Club we focus on providing high quality skating programs with instruction from dedicated Skate Canada certified coaches. We encourage skaters to develop to the best of their ability and achieve their goals, in a supportive club setting while fostering a passion for the sport of skating. We believe that empowering skaters with confidence, skill, and a strong work ethic promotes personal success.

CONTACT INFORMATION

Mailing Address: P.O. Box 61564 Brookwood, Langley, BC V3A 8C8

Telephone: 604-532-3890

Website: www.skatelangley.com

Langley Skating Club Office: George Preston Rec Centre

FACILITIES:

George Preston Rec Centre

20699 - 42 Avenue Langley, BC V3A 3B1

Langley Sportsplex

20165 91a Ave, Langley, BC V1M 3A2

Langley Twin Rinks

5700 Langley By-pass, Langley BC V3A8L7

CLUB STRUCTURE

The Board of Directors consists of the following:

- President
- Vice President
- Treasurer
- Test Chair
- Secretary
- Coaching Representative (as chosen by the coaches)
- 5 Directors at Large

The board of directors meet monthly to govern the club while committees as set up by the board of directors meet regularly to run the business of the club. Some of these committees are the Ice Committee, Competitive Program Committee, Recreational Programs Committee, Synchro Committee, Fundraising Committee, Public Relations and Media Committee, Events Committee and Ice Show Committee. For more information on these committees see the Bylaws and Constitution on our website or speak to one of our current directors.

In addition to employing several coaches, the club also employs an Administrator, and Director of Skating Programs to run the day to day business of the club and promote its programs within its membership.

CLUB PROGRAMS

There is a vast array of programs provided by the Langley Skating Club. All programs are nationally certified programs regulated by Skate Canada and taught by NCCP certified coaches. They include CanSkate, CanPowerskate, Starskate, Competitive Skate and Synchro Skate.

CANSKATE

What is CanSkate?

CanSkate is a dynamic learn-to-skate program that focuses on fun, participation and basic skill development. Based on Sport Canada's long term athlete development (LTAD) principles, CanSkate centers on physical literacy and the fundamental skills needed to take part in any ice sport or to skate as a recreational activity.

Who's it for?

For beginners of all ages, children or adults, as well as for those wishing to improve their basic skills whether their focus be for figure skating, hockey, speed skating or just skating for fun.

Who teaches it?

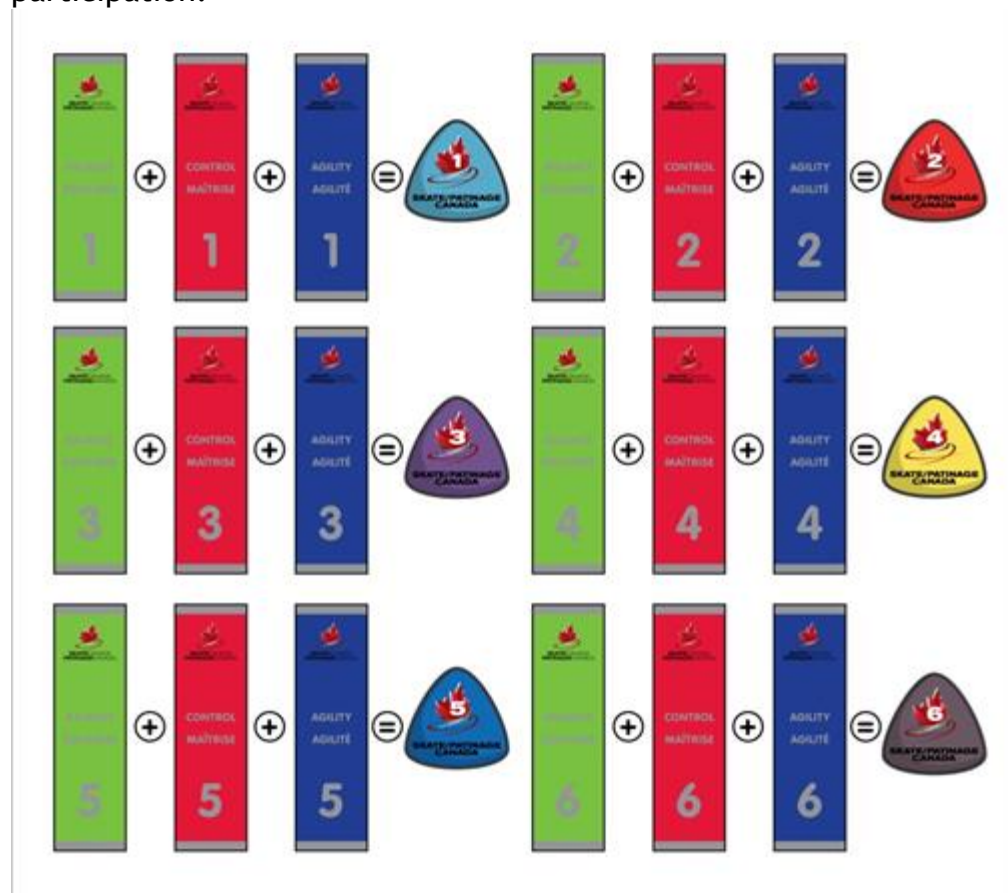
NCCP-trained professional coaches, assisted by trained program assistants.

What will you learn?

A complete series of balance, control and agility skills taught in six stages of learning that pertain to hockey, ringette, speed skating and figure skating as well as general recreational skating. CanSkate uses nationally-tested and proven curriculum and delivery methods that guarantee skater success in developing stronger basic skills and developing them faster.

What can you expect?

Action, movement and fun! Lessons are given in a group format with a coach-to-student ratio of a maximum 1:10. Skaters progress at their own rate and coaches make sessions active using teaching aids, upbeat music and a wide variety of activities that create a motivational environment and promote learning. Badges, ribbons and other incentives are used to benchmark skaters' progress and reward effort and participation.



What do you need to participate?

All you need are skates, a CSA-approved hockey helmet, long pants, mittens, warm sweater or jacket. Dress in layers - it will get warm!

AFTER CANSKATE:

Junior Stars, Stars, Late Entry Stars (STARSkate) and Competitive Skate

Skills, Tests, Achievement, Recognition - this is what STARSkate is all about! STARSkate offers opportunities for skaters of all ages to develop fundamental figure skating skills in the areas of ice dance, skating skills, free skate and interpretive skating. Unique in Canada, this program teaches figure skating skills in a group and/or

private lesson format in a progressive and sequential manner and includes specifically designed awards and incentives. Skaters have the opportunity to take Skate Canada Tests through a nationally standardized testing system.

How STARSkate works

The STARSkate program consists of figure skating skills in four areas - Skating Skills, Ice Dance, Free Skate and Interpretive.

Skating Skills are a combination of fundamental skating movements, executed on a pattern and skated solo. The basic components of all disciplines of figure skating are incorporated into the program. The objective of the Skating Skills program is mastery of the basic fundamentals of skating - turns, edge quality, control, power and speed.

The Ice Dance Test program teaches timing, musicality, rhythm interpretation, structure as well as basic skating skills such as edges, flow, control and unison. The dances in the STARSkate Program can be tried in any order but a candidate must pass the required number of dances in a dance test before proceeding to the next level. In addition to the traditional compulsory dances, there are also Creative Dances to challenge skaters' creativity, artistry and originality.

Free skating consists of the execution of jumps, spins, footwork, field movements and stroking, either in isolation or performed in sequence to music.

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.

Competitions for STARSkate Athletes

STARSkate participants love to compete! Skaters often compete in more than one event including their freeski programs but also in other STARSkate events such as Interpretive, Solo Dance or in Synchronized Skating Competitions.

Once skaters have are ready to move beyond the STAR 5 category, they may choose to either to participate in a more recreational pathway of competition or continue on in the developmental path of figure skating.

Synchronized Skating

Synchronized skating, or "synchro" is a specialized discipline of skating involving groups of eight or more skaters performing various group formations and maneuvers. The objective is for the team to perform as one unit executing circles, blocks, lines, wheels and intersections in unison to the music, while demonstrating quality edges,

power and flow. Skate Canada's SynchroSkate program includes a number of Synchronized Skating categories which accommodate skaters at any age and skill level. For more information on our Synchronized Skating Program - Fraser Valley Synchro, please refer to our Synchro Handbook or visit the synchro page of our website.

JUNIOR ACADEMY

Skaters entering into the Langley Skating Club STARS program do so at either the Junior Stars Level (Junior Academy) or at the Late Entry Stars program which are divided based on age of the skater.

The **JUNIOR STARS ACADEMY Program** is intended as an introduction to developmental figure skating. The program is the next stage of development for skaters 9 yrs of age and younger with the desire to pursue figure skating as a sport. Team coaching, jump technique, spins, off-ice, specialized dance classes, games and prizes are all part of the Program. It combines a fun and enthusiastic atmosphere to learn the basic skills of figure skating at a young age.

The Junior Academy program is designed to be a bridge between the CanSkate program and the Skate Canada StarSkate program. Skaters may choose to complete all levels of the Program before transferring to the StarSkate Program or they may transfer part way. Participation by invitation only.

All classes include one on-ice session and a 20-30 min off-ice training session.

Skaters must skate a minimum of two days a week to participate in Junior Academy.

All sessions are taught in a group format with a coach to skater ratio of 1:7 or less.

Skaters wishing to join Junior Academy Program must demonstrate competent skill level for their age, and must be assessed by the Skating Director. Skaters who show a keen interest in becoming a figure skater will be invited to participate in this program.

Skaters are required to wear proper figure skating skate boots/blades and skating attire.

LATE ENTRY STARS

The late entry version of junior academy is designed for older skaters who are more mature and pick up skills quickly. This program is run on our freeskate sessions with more advanced skaters and skaters are taught in both group format and semi-private lesson format. Skaters work through the same curriculum as Junior Academy skaters and participate in the same testing and competition categories.

COMPETITIONS

Skate Canada holds many competitions throughout the skating season and your skater will need to register for the appropriate competition in advance. You should discuss when and which competitions your skater will be participating in with our Skating Director or any of our senior coaches.

We recommend that all our skaters register early for all competitions because these events tend to fill up fast as deadlines approach.

It is expected that skaters enrolled in STARskate/Competitive programs actively participate in several competitions per year.

Fall Competitions:

- Autumn Leaves (alternates between Chilliwack and Kamloops each year - held in October.
- BC/YK Sectional Championships (Competitive Skaters only) - Provincial Championships - early November - held at larger clubs within the province of BC.
- Jingle Blades - held at any club in the BC Coast Region - late November.

Winter Competitions:

- Winterskate - held at any club in the BC Coast Region - early February
- STARSkate Provincial Championships - March - held at larger clubs within the province of BC.

Spring Competitions:

- Vancouver Island Invitational (VISI) - held Parksville, BC early April
- Victoria Day International (VDI) - May long weekend at Fleetwood in Surrey

Summer Competitions:

- Summerskate - held at 8 rinks in Burnaby in August (conclusion of all Summer Skating School programs)

***Please refer to the Synchro Handbook for more information on Synchro competitions.**

***Additionally skaters may compete at competitions out of province or in the US.**

Competitions can be accessed through www.skatinginbc.com.

OFF ICE PROGRAMS

Off ice or dry land sessions are very important to a skater's success. What we have learned is that skating is not just about the hours on the ice and learning a new jump or spin, it is about taking the time to understand and learn how to move correctly to prevent injury; it is about being calm, focused and knowing how to relax and because

we are dealing with kids, it is about having fun! Our programs for skaters include dryland technique and physical literacy (run by our coaches and included in the Junior Academy sessions), dance training and strength and conditioning for our competitive skaters.

TESTING

As skaters progress, coaches will be introducing them to various skating tests to ensure that they are learning and are able to perform various skills and elements. Each year the club typically hosts 4-5 'test days' over the course of the skating season. Ensuring the success of a test day takes the work of many volunteers including parents, coaches and officials. Tests occur in all disciplines of skating. For more information on specific tests, visit the Skate Canada info center at www.info.skatecanada.ca

FEES

Canskate (and PreCanskate), Junior Academy, Late Entry, and CanPowerskate program fees include coaching, ice rentals and administrative costs. Fees are exempt from GST as the Langley Skating Club is a non-profit organization.

Advanced STARskate programs include freeskate sessions in which skaters register for ice sessions only and the coaching is paid separately to the coaches who bill the skaters directly for their lessons. All lessons for skaters are arranged with the Director of Skating Programs who schedules the lessons for the club's skaters with consultation of the coaching staff to meet the skater's needs and goals.

All participants in the Langley Skating Club's Skate Canada programs must pay an annual insurance fee (Skate Canada fee). Once paid, the skater can participate in any Skate Programs at any club anywhere in Canada until the conclusion of that registration year.

MISSED SESSIONS

There are no make-up sessions or credits offered for missed sessions. It is expected that skaters may miss one or two sessions and these are already reflected in your fees.

REFUNDS

Skate Canada fees (your insurance) are non-refundable - no exceptions.

Requests for refunds for skating registration fees (minus Skate Canada fees) may only be reimbursed due to medical reasons. The request must be made in writing and to the Board of Directors and accompanied by a medical certificate. Refunds

granted will be pro-rated from the date of the request letter and subject to a \$25 administration fee.

OVERDUE FEES

Overdue fees may result in the skater being prohibited from skating until such time as fees are up to date or you may be considered a “not in good standing” member of the Club/Skate Canada. This may interfere with future registrations and/or tests and competition qualifications.

VOLUNTEER BONDS

Non-profit societies are dependent on the commitment of all members to ensure that the club is able to run smoothly and efficiently. During the year, there are many times that your assistance is needed and appreciated.

The volunteer bond is a commitment to the club in terms of your time or a fee in lieu of your time.

A volunteer bond is only required from Canskate parents only during Ice Show years because of the large amount of organization and that is required. Parents are asked to commit to 4 hours of volunteer work but these can be utilized at other events besides the ice show throughout the year. In addition, our Board of Directors and its committees are always looking for dedicated and qualified members.

Parents of STARskaters may utilize their volunteer hours by helping with our many test days, simulations, club competitions, playing music during freeskate sessions or in many other activities throughout the year as well as our annual ice show.

Please contact our Volunteer Committee for more details on how you can volunteer. Volunteer bonds are returned once the commitment has been fulfilled.

Please see our website regarding volunteering for further information.

FUNDRAISING

Fundraising opportunities may be available throughout the skating season. All fundraising is held by the Club “in trust” and is tracked by our club administrator. Fundraising can be used for registrations, tests, competition fees, and club skating apparel. Fundraising amounts for the STARskate or Synchro program will only remain in the account for 1 year after the skaters leaves the STARskate program.

COMMUNICATION

It is your responsibility as a club member to stay informed. There are many ways that we communicate important events, notices and other information on our club.

Website: Ours skating website is www.skatelangley.com The website contains useful information about skating programs, registration and upcoming events. In addition, the contact information for our coaches, Board of Directors, Skating Director and Administrator are all provided on our website.

Email: Please provide a correct email that you check regularly at the time of registration. Email is the most efficient way of communication between the club and the parents/skaters.

*** In the case of unforeseen session cancellations or changes, this will be the method of communication.

Bulletin Boards: Bulletin boards sometimes contain information of upcoming event announcements, copies of our brochures and other information.

Newsletters: Please read all club newsletters and email attachments. They contain very valuable information - especially for our STARskaters.

COMPLAINTS

The Langley Skating Club strives to provide quality program and instruction but we acknowledge that we do make mistakes and if you feel the need to voice a concern or have suggestions on how we might do things better, please use the following guidelines when voicing a concern.

#1 - If applicable, please discuss with the issue/concern with the coach directly.

#2 - If unsatisfied, contact the Skating Director.

#3 - If your concern requires further discussion, please contact the one of the executive members or submit a letter to the Board and your concern will be addressed at the next Board Meeting.

IMPORTANT - Please be aware that the board only discussed the organization of the club, quality of its programs and any matter regarding the business of the Club. The Board of Directors cannot interfere with coaching decisions.

CODE OF ETHICS

All Skate Canada members should review the Code of Ethics for Parents, Coaches and Board Members available on the Info Center of the Skate Canada website, www.skatecanada.ca and on our club website www.skatelangley.com.

EQUIPMENT AND CARE

Skates:

The most important piece of equipment for a beginner or experienced skater is their skates. Most department and sports stores sell a variety of skates for beginner levels only.

For proper fitting skate:

- Ensure that the space at the back of the heel is no more than a pencil width.
- Skates should fit snugly around the ankle and heel with some room for movement of the toes.
- There should be no looseness or creases in the boot.
- The tongue should be well padded and the wide enough to cover the front of the ankle and stay in place.
- Laces should be loose over the toe and front of the foot, while snug over the ankle and instep.
- Walk around in the skates off the ice, they should feel comfortable.



These are poor fitting skates.
The skater's ankles are bent
inwards.



These skates fit well. The
skater's ankles are straight.

Skaters enrolled in STARskate programs needs strong skates with proper figure skating blades. Some department store figure skating blades have the bottom toe pick removed and skaters cannot attempt basic skating moves such as jumps or toe steps or basic exercises. Only specialized Figure Skating shops carry skates for suitable for developing figure skaters. In the Vancouver area, you can find the following businesses.

Skater's Edge: Suite 10-145 Schoolhouse, Coquitlam, BC V3K 1C8

Leading Edge/Cyclone Taylor: 1005 west 49th Ave, Vancouver, BC V6M 2P7

SKATE SHARPENING

It is important that skates are sharp and well cared for skates. All skaters are required to wear skate guards. All STARskaters should have their skates sharpened at figure skating shops only.

Re-sharpening of skates should occur after approximately 24-30 hours of skating time.

SKATE CARE

- Always wipe your blades completely dry after skating.
- Never leave your skate guards (hard guards) on your skaters for any length of time.
- Protect your blades from each other with a towel or soft covers when carried in your skate bag.
- Don't leave your skaters in your bag overnight. They need time to dry out properly.

CLOTHING/ATTIRE

- All skaters need to wear warm but tight fitting clothing. Dress in layers. PreCanskates may wear snow suits.
- No jeans should be worn by any skater at any level.
- No scarves
- All Canskaters are required to wear gloves or mittens.
- **STARSKATE/COMPETITIVE SKATERS must wear proper athletic skating wear. NO HOODIES, or baggy clothing.** As well as all STARSKate/Competitive Skaters must have their hair securely tied back. Failure to dress appropriately for your own safety means that you will not be allowed to participate in that session.

HELMET POLICY

A CSA approved hockey helmet must be worn for all Canskaters in the Canskate program. Skaters who have successfully passed the entire Level 4 of the Canskate program may request an exemption.

Skaters in beginning in the Junior Academy program are also required to wear helmets until they have proficiency in forwards and backwards skating as well as turns. Skaters should consider purchasing a headband with hard backing as a transition from a helmet.

PROFESSIONAL COACHES

All Langley Skating Club Coaches are certified in the National Coaching Certification Program.

IMPORTANT INFORMATION FOR STARSKATERS

COACHING FEES

As skater progress into freeski sessions, they will receive lessons from our coaches and will be billed separately from the ice fees by the coaches. Please refer to the lesson fee schedule for more information available on our coaching page.

COMPETITIONS

All competitions have entrance/registration fees. In addition skaters will be billed by the coaches for their time at the competition. Please refer to the fee schedule on the coaching page.

For competitions, skaters are expected to be at the arena a minimum of 1 hour prior to the start of their category. Skaters should register for the competition (hand in the music) and then immediately locate our club coaches.

TESTS

There are fees for skaters to take tests. These fees include a processing fee that the club pays to Skate Canada as well as our own administrative fees that cover the costs of ice rentals. There is also a fee for the evaluation. Fees for are collected with registration. Tests that are not paid for by the registration deadline are not registered.

COMPETITION AND TEST ETTIQUETTE

Skaters need to

- Arrive with hair neat and tidy
- Skates and attire should be in excellent condition.
- Clean warm up jacket (no hoodies) and gloves that also match in colour.
- Be respectful and sportsmanlike.

- Stay stationary while other skaters are competing/testing and do not block the view for others.

ICE RULES AND ETTIQUETTE

The following rules are for the safety and enjoyment of all skaters on club sessions.

- Be alert for other skaters.
- Be neatly and appropriately dressed.
- Do not interrupt a coach during a private lesson.

It is expected that skaters will

- Bring their water bottles and anything else needed during a session to the boards. Skaters should not have to leave the ice during a session for any reason.
- Be punctual to all sessions by arriving a minimum of 20 minutes early to perform a proper warm up. Arriving 40-30 minutes prior would be recommended.
- Use their practice ice time efficiently. Do not waste time by talking to other skaters when you could be practicing applying the feedback you received from your coach during their lessons.
- Inform your coaches and the Skating Director if you know you are going to miss a practice session.

CLUB POLICIES

LIABILITY

The Langley Skating Club is not liable for personal injuries or loss of or damage to personal property. Each skater may decline to participate in any activity. Please inform your coach or your skater's coach of any personal limitations you or your skater may have. If you have any doubt about your or your skater's personal physical abilities, please consult your physician before participating in any activity.

LOST AND FOUND

The Langley Skating Club Coaches are not responsible for collecting belongings left by skaters. Please check with the lost and found at our various locations if you have left any items behind.

Never leave skate guards behind. They should be worn on your skates prior to stepping on the ice and after immediately exiting the ice for ALL levels of skating.

CODE OF CONDUCT

This code of conduct applies to all skaters and Langley Skating Club members:

- Represent Langley Skating Club in a respectful and professional manner;
- Strive to create and maintain cooperative relationships between skaters, parents and coaches for the purpose of ensuring a positive skating environment;
- Non-payment of club fees will result in withdrawal of skating privileges. Volunteer deposit must accompany registration - no volunteer deposit? Your registration will be cancelled;
- Parents are responsible for the behavior of their children;
- Inappropriate and disrespectful behavior by skaters and/or parents will result in temporary or permanent suspension from the Langley Skating Club.
- There will be no bullying, victimizing, harassing (sexual or otherwise), impersonating, vandalizing or stealing from another skater. Disciplinary actions may include suspension or expulsion from the club;
- All skaters are to display good sportsmanship and encourage all skaters' enjoyment of skating;
- All skaters are responsible for keeping the dressing rooms clean and tidy. The skaters are responsible for putting away their own personal items and throwing away any garbage. Skaters are also expected to use his/her respective dressing rooms;

Any and all concerns with the Code of Conduct can be directed to the office in writing.