



**2017 – 2018**

**PARENT AND SKATER**

**INFORMATIONAL GUIDE**

This handbook is meant to guide parents and skaters thru the normal skating year. It is basic information meant to give you a starting knowledge of how to navigate your way thru the Mosinee Silverblades. At any point during the year if you need anything that this handbook does not cover please feel free to contact any Board member. Have a fun and safe skating year.

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## **INTRODUCTION:**

First we would like to welcome you to the Mosinee Silverblades Figure Skating Club. Mosinee Silverblades is a US Figure Skating Association endorsed club. This guide book will help explain what will be happening thru the skating season and will hopefully answer some questions that may come up for parents or skaters of the club. At any time if you have a question please contact a Board Member for assistance.

The objectives of our programs are:

To provide a fun and safe skating experience for skaters of all levels.

To teach correct technique of basic skating elements.

To develop a finer degree of coordination and balance.

To promote physical fitness.

To have fun!!

## **WEB SITE:**

The first thing you should do if you are a new member to the club is create an account on our web site:

[www.mosineesilverbladesfsc.org](http://www.mosineesilverbladesfsc.org)

The web site contains contact information for current board members, calendar of upcoming practices and events, registration for membership, information on coaching staff and much more. If you are unable to find the answer to your questions in this guide or on the web site feel free to contact any board member and they will answer your question or be able to guide you to the person that can. When creating your account make sure to put in good contact information. Notifications of all club information or changes to practices or events will be sent out in an email as soon as possible to all pertinent members on the contact list from the web site.

Visit the merchandise tab on the web site to find out how to get club jackets and other Silverblades items. Also in this section is a For Sale/In Search of area that members can post on or buy from.

Follow the club on Facebook at Mosinee Silverblades Figure Skating Club.

## **CLUB PROGRAMS:**

All club members are required to assist the club by volunteering 4 hours during Badger State Games, selling raffle tickets and signing up for two areas for the ice show. More information on these items explained below.

### **Adult & Basic Skills**

The Adult & Basic Skills packages are for anyone wanting to learn how to skate. If you have skated before, your skills will be evaluated to determine what your proper starting level should be. If you have never skated before, you will start in Basic 1 or Adult 1 and work your way up in a fun a positive atmosphere!

The Adult & Basic Skills groups meet once a week for 10 weeks at the Mosinee Recreation Center for lessons. Click the link on the home page for the schedule and event calendar (accessible from the home page) to review any schedule changes.

When skating in the Adult and Basic Skills programs no special cloths are required. Skaters should wear comfortable cloths, the only things to remember is the skaters cloths should not be baggy and no jewelry should be worn while on the ice. Skaters are required to purchase their own figure skates and skate guards.

### **Full Club Membership**

Who needs to be a full club member? Anyone using a private coach for additional lessons and participating in USFSA competitions and testing. Full club membership gives the skater the ability to purchase extra ice time to complete lessons with a private coach.

### **Introductory Membership**

This is a full club membership and applies to anyone that has never registered with USFS as an individual or full club member. Includes USFSA fee, Access to Silverblades Ice.

### **Associate Club Membership 12 month membership**

Applies to skaters that have a Individual USFS Membership or a Full Club Membership in good standing with a another club. Includes access to Secondary Club Ice. Membership runs for 12 consecutive months from the month of purchase.

### **Collegiate Members**

This is a four-year full membership at a reduced rate for college-aged members, and all skating privileges apply for the four-year duration. Each athlete may receive this option only once during their entire skating career.

## **SKATING EXPERIENCE LEVELS:**

Thru this document and thru the skating year you will see references to what skating level you or your skater are currently at. Here is a short explanation of the skating levels that have been set by the US Figure Skating Association.

Basic Skills teaches the FUNdamentals of ice skating and provides the best foundation for figure skating. Six progressive levels introduce forward and backward skating, stops, edges, crossovers, and turns. Upon completion of the Basic Skills 1-6 levels, skaters will be able to confidently advance to more specialized areas of skating. All classes will be well-structured with the focus on proper skill development taught in a positive, FUN, and social environment. Skaters will progress at their own rate and advance after skill mastery is demonstrated. If the skater is new to figure skating they will start at Basic 1.

After completing Basic 6 the skater progresses to the Free Skate levels. Each free skate level is comprised of a variety of progressive skating skills, transitions, spins and jumps — all of which build on the previous skill, providing skaters a strong foundation of all elements. These levels will be taught in a positive and interactive group format such as a bridge program, circuit classes or as an introductory training program. Instructors will focus on quality and mastery of skills. Once the skater completes Free Skate 6 they will be placed into the Beyond Free Skate group of skaters.

## **VOLUNTEER REQUIREMENTS:**

All club and basic skills members are required to assist the club by volunteering 4 hours during Badger State Games and signing up for two areas for the ice show. The club uses signup.com for all its volunteer sign up and tracking. An email will be sent with sign on information to this site when the volunteer needs for the event are available.

There are a variety of items to sign up for and everyone can usually find something they enjoy doing. Some of these items include set up and tear down of equipment and props, help with decorations around the rink, registration of skaters, sales of merchandise, locker room moms, and much more.

## **RAFFLE TICKETS:**

All club and basic skills members are required to purchase raffle tickets. This is the only required fund raising asked of the members. The raffle tickets are made available as soon as printed, usually about half way thru the regular skating season. An email will be sent when tickets are available and you are asked that they be picked up as soon as possible. Each family is required to sell 12 raffle tickets at \$10 each. Extra ticket sales are encouraged but not required. Tickets are paid in full at time of pick up and then may be sold. If writing a check for the raffle tickets you have the option to have it cashed immediately or not be cashed until the week of the ice show. The winners of the raffle are drawn during the final ice show performance at intermission and attendance of the drawing is not required to win.

## **SKATING EQUIPMENT:**

Skaters are required to purchase their own figure skates at all levels in the club. Skates can be purchased wherever you would like. If you are new to skating Goal-Line in Schofield is good shop to start, they will help you find what will work for you and your budget and make sure the skates are fitted properly on your skater. Another option for skates is a private dealer named Jan Wolosek "The Skate Man" in Wisconsin Rapids, Phone # 715-340-1632. He is an excellent option for girls planning to compete. Call him for details.

It is recommended but not required to have a helmet for your skater if they are starting skating in the lower Basic levels.

Also with your skates, purchase soft fabric and hard plastic skate guards. Hard plastic guards should be worn when your skater is wearing their skates to protect the blades when not on the ice. Soft fabric guards are to be used on your blades when storing the skates to prevent corrosion.

If your skater will be participating in competitions they will need to purchase a costume. Around late October and November, during practice nights, there will be catalogs available in the warming area at the rink that you can look thru and order from. If you don't see any out ask a board member if there are any available.

For Mosinee Silverblades logo merchandise see the web site [www.mosineesilverbladesfsc.org](http://www.mosineesilverbladesfsc.org) and click on the Merchandise tab.

## **BADGER STATE GAMES:**

Mosinee Silverblades is proud to be the sponsor group and location for the figure skating portion of the Badger State Games. This is a task requiring a lot of volunteer work by the group but in return gives our club positive state wide exposure. The games are also a significant revenue generator for the club allowing us to keep fees low and gives us the ability to invest in new equipment. As explained above the club requires all members to volunteer a minimum of 4 hours to help make this a success each year.

The badger state games is voluntary for skaters to participate in and does have extra fees for entry. The games do have skating competitions for every level of skater so if you are interested in having your skater compete contact a board member or your coach for more information on how to enter your skater.

## **ANNUAL ICE SHOW:**

Mosinee Silverblades ends the season with an Annual Ice show and all skaters are welcome and encouraged to participate! All the information below is a quick overview of what is included in the ice show and what happens prior to and during the show. Stay up to date with the web site and event calendar for specific details. Each year the theme for the ice show is decided by suggestions made by skaters or parents. If you or your skater has an idea for an ice show theme including possible songs and performances feel free to write them all down and submit them to a board member at any time during the year. The theme for the ice show is usually decided at the July or August board meeting.

The Annual Ice Show features the skaters accomplishments from our Basic Skills program to our Beyond skaters. All skaters will have an opportunity to participate in a group number. Basic 3 and above have the opportunity to sign up and participate in any Two of the Three family group numbers. (Skater & Parent, Sister/Sister, and Brother/Sister). There is no extra fee for the ice show practices but your skater will be required to purchase a costume (see below) for production numbers that they are involved with.

A few weeks (check the web site calendar) after the basic skills program finishes for the year, practices will start for the ice show production that your skater will be involved in. There will be a minimum of 2 practice times a week, one for your skater's group number and one for the finale. Your skater needs to attend all practice times for the ice show, please contact the coach in charge of the number as soon as possible if you are unable to make a practice.

### **Costumes**

There will be a date emailed to everyone during the season informing you when and where your skater needs to be so they can be measured for their costume. In the past years costumes average \$60 to \$90 (this can be more or less depending on the year). A \$40 deposit is required when the skater is measured for their costume, then the remaining balance is required at delivery. When the costume is delivered please keep all pieces together in one place in the original bag, there is not enough time to replace a damaged costume or lost accessory once they are delivered to you.

When preparing your skater for the ice show it is not allowed to use any bobby pins in their hair or on their costume. These cause a safety risk on the ice for all the skaters if one were to fall out during a performance. One bobby pin on the ice will stop an ice skate and cause the skater to fall.

### **Pictures**

A short time after the costumes are received by all the skaters there will be a date set for all skaters to come in for pictures. This date be emailed to you and put up on the web site calendar. Every skater participating in the ice show is expected to show up for their group's time slot in their full costume with hair done and light make up. A group photo and individual photo will be taken and photo packages will be available to order on that day, payment for

photo packages are due that day. Even if you do not plan on purchasing any photos the skater is still expected to be at the photo shoot so all members of the group are included in the photo. Pictures are typically delivered around the week of the ice show.

### **Week of the Ice Show**

The week of the show there will be several nights your skater will need to be at the rink. Technical rehearsal is typically on Tuesday, dress rehearsal is typically on Thursday and then Friday and Saturday are the shows. During all shows skaters are required to have hard skate guards for their skates to be worn any time they are not on the ice. If your skater does not have hard skate guards for technical or dress rehearsal or any of the shows they will be given a pair by a board member or volunteer and the parent will be billed for them.

The ice show is broken up into two parts per show with an intermission in the middle. If your skater is in Basic Skills 1 thru 4 and not working with a private coach on a separate show number they will most likely be in one number in the first half of the show with their Basic Skills group and the mid show finale which happens just before intermission. Skaters that are done with their numbers at the mid show finale are allowed to be picked up and taken home.

There are a total of four ice show performances. One performance is Friday morning when the skaters perform their numbers for the Mosinee Elementary School students. There will be a form to fill out for your skater that is sent to the Mosinee Schools letting their teachers know they will not be in school that morning, this is considered an excused absence by the school. The other three shows are performed Friday night, Saturday afternoon and Saturday evening.

The week of the ice show your skaters group will be assigned one of the locker rooms that they are to report to when arriving at the rink. Parent volunteers will be assigned to the locker rooms and will take attendance and sign in your skater. Parents dropping off skaters are expected to deliver the skater to the locker room, make sure they are signed in with the volunteer assigned to that room, then please depart the locker room area. The locker room area is small and if parents hang around it becomes a safety risk and disruption to the skaters. If you are a parent of a skater of level Basic 1 thru 4 you need to sign your skater out with the parent volunteer when picking them up also. Blankets can be sent with your skater to sit on. No food or drinks are allowed to be brought into the locker rooms, snacks and drinks that will not stain or damage the costumes are provided for the skaters by the club. Please send quiet projects for your skater to do while they are waiting in the locker room during the shows (books to read, games to play, coloring books w/crayons). Markers, gel pens, dry erase or other ink products and scissors are not allowed. **Absolutely NO tablets, computers, phones or any device capable of taking photos are allowed in the locker rooms, this rule is for the skaters and parents and is strictly enforced for the safety of our skaters.** The locker rooms are locked every night so items can be left in the locker rooms thru the week. Costumes should also be left at the rink so nothing is lost or damaged trying to transport them.

Between the two Saturday shows the club offers a meal for the skaters and any family members at the rink for a small fee (generally 3 or 4 dollars per person). Also open skate time for the skaters to have fun.

Tickets for the Friday night and Saturday shows will be on sale a couple weeks before and up to the day of the show. There are also flowers and gifts sold at the show to give to skaters.

Please remember **absolutely no use of electronic devices capable of recording or taking photographs in the locker rooms or changing areas at any time by anyone, skaters or parents.** See the Safe Sport Policies below for consequences of not adhering to this rule. This rule is strictly enforced for the safety of our skaters. Please review with your skater expectations of behavior in the locker rooms, they are to stay in their assigned room, always wear skate guards when not on the ice, not spending more than necessary time in the rest rooms and that they are to always listen to and follow the directions of the parent volunteers in charge of their room.

After the last ice show everyone is encouraged to stay and help clean up the rink and take down all the equipment and decorations. Any parents with skaters at or above Free Skate are required to stay and help.

## **PRIVATE COACHING**

Full club members are able to hire one of the Silverblade's coaching staff for extra lessons and take part in the area competitions. See the Web site for the list of available coaches. Not all coaches are always taking new skaters but the Club always strives to make sure there are enough coaches for any skaters looking to advance their skills. If the first coach you contact are not currently taking new skaters please try another one on the list. If you are having trouble finding a coach for your skater feel free to contact any of the Board members and we will be happy to help you find a good fit for your skater.

## **CONTRACT CLUB ICE**

Contract club ice is what needs to be purchased to utilize extra ice time with your private coach for lessons during the normal Mosinee Ice skating season.

**Full Club Contract Ice:** Applies to Full Club Members with a private coach.

Includes one 45 min. session for 12 weeks (Two session maximum until after registration, if space allows skaters may select one additional session.) Your coach will contact you about scheduling your ice times.

**Walk on Ice Punch Card**– Applies to Full Club Members on Mosinee Ice only. Punch card ice will be offered at certain times thru the skating season. These are times that have not been scheduled by a coach for full club contract ice.

## **High School Team**

The High School Team is comprised of our club skaters at high school level. The team competes in several competitions thru the year including Badger State Games.

**Eligibility:** Must be in grade 9 or higher and skating at Free Skate 3 and higher, can change depending on 2017-2018 rules.

**Volunteer Requirements:** The skaters on the high school team are required to do fund raising activities to keep the annual cost per skater as low as possible.

**Attendance Requirements:** There is an expectation from the coaches that when on the High School Team the skater attend every practice due to the limited number of available practices. The skater will be excused one time as long as the coach was contacted in advance and if at all possible the skater should try to make up the missed time. More than one absence from practice will be at the discretion of the Board if the skater will be allowed to continue on the team.

## **SYNCHRONIZED SKATING TEAMS**

**Open Juv Synchronized Skating Team:** This is a competitive team. This group will perform at Badger State Games and in the annual ice show.

**Beginner Synchronized Skating Team:** This is for Synchro Skaters that have completed the Intro Program and are ready for the next element of Synchronized skating. This Team will compete at Badger State Games if number of skaters allows and perform in the Annual Ice Show.

**Intro to Synchro Team:** This is a non-competitive introduction to synchronized skating. This class runs 10 weeks on the same ice as the competitive team. Open to Basic Skills Level 5 and higher. This team will complete all Synchro Badges and perform in the annual ice show.

**Attendance Requirements:** There is an expectation from the coaches that when on any of the Synchro Teams the skater attend every practice due to the limited number of available practices. The skater will be excused one time as long as the coach was contacted in advance and if at all possible the skater should try to make up the missed time. More than one absence from practice will be at the discretion of the Board if the skater will be allowed to continue on the team.

## **MOSINEE SILVERBLADES FIGURE SKATING CLUB INC SAFE SPORT POLICIES**

### **EFFECTIVE JULY 1, 2013:**

#### Locker Room Policy

- 1) Use only locker rooms 1 & 2 for routine practices.
- 2) Locker rooms 3, 4, 5, 6 will not be used on a routine basis.
- 3) Parents/Guardians/Siblings of the same sex will be allowed in the locker room only while their skater is present to assist with preparing for skating (changing, tying skates, etc). Parents/Guardians are not allowed in the locker room when their skater is not present.
- 4) Adults (Coaches and skaters over the age of 18) will use a separate locker room from skaters for all events.
  - a) At Greenheck Fieldhouse, adults and coaches will use the restroom or rink side bench area.
  - b) At Team Competitions, the team liaison must be present for team warm or prep meetings in the locker room with the coach. The locker room door will remain open.
- 5) A designated male locker room will be provided, when needed.
- 6) Locker room doors shall remain open on a routine basis.

#### **Electronic devices capable of recording or taking photographs Policy**

**Absolutely no use of electronic devices capable of recording or taking photographs in the locker rooms or changing areas at any time by anyone.**

#### Consequences if a skater:

1st offense - Minimum of a documented verbal warning and parent/guardian notification (if a minor)

2nd offense - Minimum of a written warning, 2 week suspension with no credit for paid ice time / coaching fees, and parent/guardian notification (if a minor).

3rd offense - Minimum of 1 month suspension with no credit for paid ice time / coaching fees and parent/guardian notification (if a minor).

4th offense & beyond – Consequences will be at the discretion of the Mosinee Silverblades Board and could include expulsion from the club.

#### Consequences if a parent/guardian/sibling:

1st offense - Minimum of a documented verbal warning and parent/guardian notification (if a minor).

2nd offense - Minimum of a written warning, 2 week skater suspension with no credit for paid ice time / coaching fees, individual will be banned from entering locker rooms and

parent/guardian notification (if a minor)

3rd offense - Minimum of 1 month skater suspension with no credit for paid ice time/coaching fees, individual will be banned from locker rooms and parent/guardian notification (if a minor).

4th offense & beyond – Consequences will be at the discretion of the Mosinee Silverblades Board and could include expulsion from the club.

If the device is used for taking potentially inappropriate pictures/videos, the Mosinee Silverblades Safe Sport Chair person will be notified immediately. Disciplinary action may include contacting the authorities.

Two Deep Leadership - 2 adults are present at all times with individual minors off the ice. For example, 2 club volunteers, two coaches or a coach and parent of the skater.

If an individual meeting is necessary:

A) Should occur when others are present and where interactions can be easily observed.

B) Take place in a publicly visible and open area such as the corner of the arena.

C) If an individual meeting is needed in an office or room, leave the door open and unlocked.

### **Code of Conduct**

1) All parents/guardians, skaters, coaches and Board Members must complete the code of conduct form.

2) Codes of conduct will be posted on the website.

### **Training**

1) All Board Members, Coaches (including junior coaches), and Managers/Liaison must complete the online training course offered through USFSA and sign an acknowledgment form/code of conduct no later than July 15, 2013. When new coaches are approved as independent contractors, training must be completed before the first lesson.

2) All board members, coaches, managers must have a criminal back round check completed. The back ground checks for board members and managers/liaisons will at the expense of the club.

### **Overnight Travel**

1) If a skater needs to travel overnight to a skating event with the coach, written permission from the parents must be submitted to the Board before the event.

### **Reporting**

1) Mosinee Silverblades will follow the recommended reporting guidelines from the Safe Sport program provided by USFSA.

## **U.S. Figure Skating Member Code of Conduct GR 1.02**

I recognize that my participation in all activities hosted, supported, sponsored or engaged in by U.S. Figure Skating, including but not limited to competitions, exhibitions and training camps, is an honor and privilege that carries certain responsibilities. I agree to fully abide by the rules and guidelines set forth by U.S. Figure Skating or its properly designated agents. As a precondition to participation in activities hosted, supported, sponsored or engaged in by U.S. Figure Skating, I will adhere to the following tenets in good faith:

A. I will exhibit the highest standards of fairness, ethical behavior and genuine good sportsmanship in all of my relations with others.

B. I will not damage public or private property. I understand that I may be held financially responsible for damage deemed to be wantonly or willfully executed on my part, and that I may be subject to disciplinary action by U.S. Figure Skating.

C. I will not use or possess illegal drugs, and I will not engage in criminal activity. I understand that, if I am found to use or possess illegal drugs, or if I am found to engage in any criminal activity during any activity hosted, supported, sponsored or engaged in by U.S. Figure Skating, I may be subject to criminal penalties as well as penalties imposed by U.S. Figure Skating.

D. I will adhere to the rules of U.S. Figure Skating and the host organization at all activities hosted, supported, sponsored or engaged in by U.S. Figure Skating.

E. I will comply with all applicable anti-doping rules including, but not limited to, ISU and USADA anti-doping rules

F. I will conduct myself in a manner not detrimental to the welfare of figure skating. I understand that my actions reflect on U.S. Figure Skating and the sport of figure skating both positively and negatively. I understand that if my acts, statements, or conduct are considered detrimental to the welfare of figure skating by the appropriate authority, I may be subject to penalties imposed by U.S. Figure Skating pursuant to GR 1.04.

G. I understand that the penalties that may be imposed may include, but are not limited to, loss of future international selections, loss of financial support from U.S. Figure Skating and its Memorial Fund, and loss of participation in activities hosted, supported, sponsored or engaged in by U.S. Figure Skating.

H. I understand that all disciplinary proceedings will be conducted pursuant to Article XXV, Section 3, of the U.S. Figure Skating bylaws, and that my rights and remedies are derived therefrom.