

2014-2015 CVSC Handbook

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The Comox Valley Skating Club gratefully acknowledges the financial support of BC Gaming and Community Grant funding.

This booklet has been provided at no cost to members. Replacement fee is \$5.00

Introduction

This booklet has been prepared to help answer some of the questions that you might have about your skating season. The information in this booklet pertains to the Comox Valley Skating Club (CVSC); if you would like to know more about the 'bigger world' of skating, information can be found on the BC/YK Section website (www.skatinginbc), Skate Canada website (www.skatecanada.ca) and the International Skating Union website (international governing body for Figure skating and Speed Skating) (www.isu.org). For those who want to keep up with information on our American skating neighbours, check out their website (www.usfigureskating.org).

Skating is one of Canada's most popular sports! Every year millions of Canadians take to the ice to participate in Figure Skating, Hockey, Ringette, Speed Skating and Recreational Social Skating. Thousands of these people belong to skating clubs and benefit from professional instruction.

The Comox Valley Skating Club is proud to be a member of Skate Canada, offering instruction for skaters of all levels.

In keeping with Sport Canada's mandate of Long Term Athlete Development and Active for Life, we encourage people of all ages and skating levels to come give it a try. With that in mind, we are offering "Free Try It Days" September 10 & 13, 2014. For more information please call 250-339-9872.

If you have any skating related questions including which level your child should register on, please contact coaches Greg or Dawn Ladret.

If you have questions regarding the fee schedule and general questions about the sessions, please contact CVSC President Sara Webster.

Comox Valley Skating Club
comoxvalleyskatingclub@gmail.com
www.comoxvalleyskatingclub.ca

Welcome Back to Comox Valley Skating Club 2014/2015 Season!

We have been very busy planning this season and have made several changes to the program.

As you may know, last year we did not receive any gaming funds and have been receiving less and less over the last several years. **Thank you to BC Gaming for the Community Gaming Grant funding** this year, these funds will support the sustainability of the CVSC. We have developed a sustainability plan that will involve the support of all of the membership and ensure our continued growth in the future. We have ongoing meetings with representatives from the BC Section office and have made changes to how we administer and promote our programs upon their recommendation.

This season we will be having one registration for the fall-spring sessions. The season will run from September to May with a break in December and March. We will be offering a monthly payment option over the 9 month season. Summer will remain separate. As always, registration can be ongoing and skaters are welcome to join at anytime (we are willing to pro-rate registration costs).

Families will be able to utilize several payment options. We will be accepting cash, post-dated cheques and VISA. *VISA payments will be charged a 2 % service charge on each transaction.* Thank you to Daryl Robbins Accounting Firm for this option.

We are continuing with our **Volunteer Expectations** policy. We have a \$300.00 volunteer deposit that you can 'work off' through-out the season by playing music, assisting with registration, assisting with test days, participating in fundraising activities and assisting with the Gala. We require that each family donates 15 hours of time (for each skater). The CVSC depends on the involvement of all families for its continued success. If you want to be exempt from volunteering activities, then your cheque will be deposited in September, with your registration fees. If you choose to donate your time, provide a post-dated cheque dated for May 1st, 2015. It will be returned to you when 100% of your volunteer commitment is completed. More details to follow.

Fundraising

We will have fundraising events monthly throughout this season. The dates are noted in the "special events" information sheet provided with your registration package.

The registration forms and schedule are attached. If you have any questions about what session your child should register on, please contact Greg or Dawn. If you have questions regarding the fee schedule and general questions about the sessions, please let me know.

Sara Webster, CVSC President

comoxvalleyskatingclub@gmail.com, www.comoxvalleyskatingclub.ca

Board of Directors

President	Sara Webster	comoxvalleyskatingclub@gmail.com
Vice President	Amy Melanson	
Treasurer	Valerie Cullen	
Secretary	Jan Meiers	
Registrar	Melissa Anderson	
Test Chair	Jan Meiers	
Past President	Kathy Sulman	

Please remember that all Board of Directors members are volunteers

Coaches

Greg Ladret	1-250-729-6375	magicedgeskates@gmail.com
Dawn Ladret	250-898-1165	gosk8@shaw.com

Board Meetings

Board meetings are open to all club members and are held in the board room of Daryl Robbins office (520 4th Street, Courtenay). Monthly up dates will be posted as to time and date.

Comox Valley Skating Club

P.O. Box 3302

Courtenay, BC V9N 5N5

Phone 250-339-9872 (voice mail)

comoxvalleyskatingclub@gmail.com

www.comoxvalleyskatingclub.ca

Special Dates

2014/2015 Winter Season Special Events

(Subject to change)

September 3, 2014	First Day of Skating 4:00pm start time
September 6, 2014	Fundraiser Event – Bottle Drive/Hot Dog Sales
September 10, 2014	Canskate – Try It Day
September 13, 2014	Canskate – Try It Day
September 15, 2014	1st Monday Canskate
September 17, 2014	1st Wednesday Canskate
September 20, 2014	1st Saturday Canskate
October 2, 2014	Cancellation –Tournament
October 4, 2014	Cancellation - Tournament
October 11/12, 2014	Fundraiser Event
October 13, 2014	Cancellation – Thanksgiving
October 17-19, 2014	Autumn Leaves – Competition, Kamloops
October 20, 2014	Cancel 6:30 – 8:00 am
November 6 – 9, 2014	BC /YT Section Provincial Championships, Prince George
November 10.0, 2014	Cancel 6:30 – 8:00am
November 19, 2014	Last Wednesday Canskate
November 20, 2014	Test Day
November 21-23, 2014	VI Interclub Competition, Port Alberni
November 22, 2014	Last Saturday Canskate
November 24, 2014	Last Monday Canskate
November 25, 2014	Begin Gala/Ice Show Practices
November 29, 2014	Fundraiser Event –Tag Day
December 11, 2014	Dress Rehearsal
December 13, 2014	GALA/ICE SHOW/ FAMILY FUN SKATE
December 15, 2014	Cancel 6:30 – 8:00 am
December 15, 2014	Cancel CANSkate time slot 4:00 – 5:15pm
December 17, 2014	Cancel CANSkate time slot 4:00 – 5:15pm
December 20, 2014	Reduce ice time – 8:00 – 9:00 am Last day of skating prior to Christmas

January 5, 2015 First day of skating 2nd half of season
January 5, 2015 1st Monday Canskate
January 7, 2015 1st Wednesday Canskate
January 10, 2015 1st Saturday Canskate

February 6 – 8, 2015 VI Regional Championships - Victoria
February 9, 2015 Cancel – Family Day

March 6 – 8, 2015 Super Series Final - Kelowna
March 14, 2015 Last Saturday Canskate
March 16, 2015 Last Monday Canskate
March 18, 2015 Last Wednesday Canskate
March 21, 2015 Test Day – 8:00am to 12:00 pm

March 22 – March 29 BREAK

March 30, 2015 - April 10, 2015 Spring Break Schedule (1.25 hours M / W /Th)

April 13, 2015– May 14, 2015 Spring Schedule Change

April 13, 2015 1st Monday Canskate
April 15, 2014 1st Wednesday Canskate
April 25, 2014 Fundraiser Event

May 14, 2014 Test Day
May 15, 2014 6:30 – 8:00 am
May 15 – 18, 2014 Victoria Day Competition - Surrey

End of Season

Schedule

Fall/Winter Schedule 2014/15

September 3, 2014 – March 22, 2015

Subject to Change

Monday **Morning**
6:30-8:00 Int/Sr Open Sessions

Afternoon
4:00-4:30 Int/Sr Stations
4:30-5:15 Int/Sr FreeSkate
5:15-6:00 CANSkate

Tuesday **Afternoon**
5:00-6:00 Jr Academy/Int
6:00-6:30 Dance
6:30-7:15 Sr FreeSkate

Wednesday **Morning**
6:30-8:00 Int/Sr Open Sessions

Afternoon
4:00-4:30 Int/Sr Stations
4:30-5:15 Int/Sr FreeSkate
5:15-6:00 CANSkate

Thursday **Afternoon**
5:00-6:00 Jr Academy
5:50-6:00 Jr/Int Stoking
6:00-6:45 Int/Sr FreeSkate
6:45-7:00 Flood
7:00-7:45 Sr FreeSkate
7:45-8:00 Sr Stoking

Saturday **Morning**
8:00-8:45 Int/Sr FreeSkate
8:45-9:15 Int/Sr Skills
9:15-9:45 Pre-school CANSkate
9:15-9:45 Pre-Power
9:45-10:30 CANSkate

March 30, 2015 – April 10, 2015 (Spring Break)

Monday //Wednesday// Thursday (VISI competitors)
5:00pm – 5:30pm Junior / Intermediate FreeSkate
5:30pm – 6:15pm Senior FreeSkate

April 13, 2015 – May 14, 2015

Monday	<u>Afternoon</u>	
	4:15 – 4:30	Int Skills/ Dance
	4:30 – 5:15	Sr/Int FreeSkate
	5:15 – 6:00	CANSkate
	6:00 – 6:15	Flood
	6:15 – 6:30	Sr Stroking
	6:30 – 6:45	Sr Spins
6:45 – 7:30	Sr FreeSkate	
Tuesday	<u>Afternoon</u>	
	4:15 – 5:00	Sr/Int FreeSkate
	5:00 – 6:00	Jr Academy/Int
	6:00 – 6:15	Flood
	6:15 – 6:45	Sr Dance/Skills
	6:45 – 7:30	Sr FreeSkate
Wednesday	<u>Morning</u>	
	6:30 – 8:00am	Int/Sr Open Sessions
	<u>Afternoon</u>	
	4:00 – 4:30	Int Skills/ Dance
	4:30 – 5:15	Sr/Int FreeSkate
	5:15 – 6:00	CANSkate
Thursday	<u>Afternoon</u>	
	4:00 – 4:15	Stroking
	4:15 – 5:00	Sr/Int FreeSkate
	5:00 – 6:00	Jr Academy/ Int
	6:00 – 6:15	Flood
	6:15 – 6:45	Simulation
	6:45 – 7:30	Sr FreeSkate
Friday	<u>Afternoon</u>	
	4:15 – 4:45	Int Skills/Dance
	4:45 – 5:30	Sr /Int FreeSkate
	5:30 – 6:00	Creative

Programs

CANSkate: This 45 minute 'learn to skate' program is designed for children 5 and older. The program uses a badge system to lead children through 7 skill levels. The basics of forward and backward skating, stops, turn, edges spins, jumps, balance, and control are taught. At the higher levels, the program can be adjusted to suit the goals of each participant, whether their interest be hockey, figure skating, Ringette or speed skating.

Pre-School CANSkate: This 30 minute program is an introduction to skating for 3-4 year olds. Our Professional Skating coaches and trained Program Assistants provide entertaining lessons and fun as they build the child's confidence and on-ice skills. Children must be able to cope without parents during lesson time.

Junior Academy: This is the stepping stone between CANSkate and our Intermediate Figure Skating program. In Junior Academy skaters continue to receive group instruction, while being introduced to the concept of independent practice. On the coaches' recommendation, an additional 45-minute session can be purchased. The purpose of this extra session would be for additional practice time and private instruction. Private instruction fees are not included. For more information, please speak to the coaches.

Pre-Power: Pre-Power is an action packed, high energy instructional program that focuses on balance, power, agility, speed, and endurance. Skills, technique and conditioning drills are taught in a progressive format, with an awards program that provides incentives and motivation for skaters to continue to achieve. Hockey skates must be worn for this program. Hockey sticks will be used in some of the drills.

Equipment Advice

CSA Approved Hockey Helmets and mittens/gloves are mandatory.

Rental skates are available through the CV Sports Centre (not included in program cost)
Either Figure Skates or Hockey Skates may be worn to CANSkate.
Hockey Skates only for Pre-Power

Skate Sharpening

Figure Skates – Sharpen skates after approximately 25 hours of ice use, or if blades are dull or rough to the touch. Do NOT have toe picks removed from figure skates – they are needed
Hockey Skates – Sharpen after about 25 hours of use if only being used for training, more often if being used in games

Wipe blades dry after use and store with the skate guards off and cloth covers on

When buying skates, look for a pair that offers ankle support, your child must be able to stand and walk in the skates without their ankles turning inwards. Soft boots are not good for beginners.

Also, make sure the toe picks are still intact when buying second hand skates. Avoid moulded boots with buckles or Velcro fasteners and any vinyl figure Skates

Should you need any advice on buying skates, speak to the coaches before purchasing.

Coaching Fees

Instruction is given by professional coaches.

Sessions where coaching fees are included with registration are:

- Junior Academy & CANSkate
- Stroking (including but not limited to warm-up, power, form, endurance)
- Skating Development (including but not limited to edges, turns, agility, balance)
- Stations (including but not limited to spins, field moves, jumps, steps)

Sessions and lessons for which the coaching fees are billed directly to the skater are:

- Dance - A progression of set pattern dances done to music
- Free Skate - Jumps, Spins, Footwork, Field Moves, and Solos done to music
- Skills - A progression of skating patterns involving edges, turns and step to develop skating quality.

Skater's instruction times are set up in the following manner:

- Private Lesson - 1 skater with the coach
- Semi-Private - 2 skaters with the coach
- Group - 3 or more skaters with the coach

Our coaching fees are \$50.00 per hour or \$12.50 per 15 minutes. We invoice for lesson coaching every two weeks. ***These fees are to be paid directly to the coach not to the club.***

At the beginning of each season where most skaters have had a long (more than two weeks) break from skating we like to do a large group lesson on each session for the first three to five days. This gets the skaters moving and quickly back up to speed and level of difficulty in a controlled manner.

For the Private, semi-Private and group instruction, the invoice will most often say Free Skate, Dance or Skills; however, it may also say things such as Jumps, Spins, Choreography, Edges, Turns, or Field Moves, just to give a more detailed account of what lessons the skater has been given.

It is best to discuss with the coaches what the skating goals are for the season, the number of lessons that should be given and set a lesson budget. Some people find it favourable to pay for a set number of lessons per week or month in advance, so they know exactly what the fees will be. Payment options are Cash, Cheque, or E-mail.

Competitions

Most skaters will participate in a number of the Super Series ‘points events’, while others prefer to do only one competition in the entire season. Which ever the case, the coaches would like to get your individual competition schedule organized early in the season. There are often mitigating factors that cause changes to have to be made, so please keep in mind that individual competition schedules will not be ‘set in stone’ but rather a well planned guideline as to what you will do for competitions through to the end of August 2015. We recommend that our skaters attend the following competitions;

Competition/Location	Dates	STARSkate Skaters	Competitive Stream Skaters
Autumn Leaves Kamloops, BC	October 17-19, 2014	Yes	Yes
BC/YK Section Provincial Championship: Prince George, BC	November 6-9, 2014	No	Yes
Vancouver Island Interclub: Port Alberni, BC	November 21-23, 2014	Yes	Yes
VI Regional Championships: Victoria, BC	February 6-8, 2015	Yes	No
Super Series Final: Kelowna, BC	March 6-8, 2015	Yes	No
Victoria Day Competition Surrey, BC	May 15-18, 2015	Yes	Yes
BC Summer Skate Burnaby, BC	August, 2015	Yes	Yes

When the announcement comes out for each competition, it will be forwarded to you.

Registration is online. Instructions for registration are in each competition announcement. For anyone who does not know which level of competition they should be skating at, coaches will have that information out early in the season.

Please understand that many things have to be taken into consideration when planning for competitions, test days, and special events. Please communicate with us; we can not do our best job for your children if we are working on one game plan while you have a completely different plan.

Competition Checklist

Greg: 1-250-729-6375 (cell)//Dawn: 1-250-989-1165 (cell)

Equipment

- Skates
- Music (**Pick up your music from home rink after you last practice**)
- Dress/Skating outfit
- Tights
- Neat fitting gloves. Black, white or colour matched to your outfit
- Running Shoes – warm up clothes. Sweater or light jacket
- Skipping rope
- Water bottle. **Do NOT carry your water bottle in your skate bag or garment bag.**
- Make up bag:
 - Hair pins, elastics, hair spray, hair brush/comb
 - Tissues
 - Make-up
 - Other things you might need (sewing kit, scissors)

Arrive at the arena with your hair & make up done

Be at the arena at least 75 minutes before the start time of your event. We will begin off-ice warm-up between 45 -50 minutes before your skating time. ***Be prepared to be flexible as schedules can change.*** (Events can run ahead of time – this is noted in each Competition Announcement.)

What to do when you arrive at the arena

- Find the registration desk. Register and hand-in/sign-in your music
- **Check in with your coach (we are usually by the ice for an event or with other skaters doing off-ice warm-up)**
- Get your skating outfit on and be ready for off-ice warm-up

After your event, find the medal presentation and photo area.

Pick-up/sign-out your music before you leave for home

Parents

- Pick an area in the building where your children can find you after their initial off-ice warm-up
- Please hang on to skates and skate bag while skaters are doing off-ice warm-up with their coaches
- After the warm-up, younger skaters will be sent back to you to have their skates put on and last-minute touch up for hair, make-up and skating outfit
- Send the skaters back to the coaches to continue their warm-up and preparation to go on the ice
- Sit back and enjoy the performances

Competition Coaching Fees and Expenses

Our competition fees and expenses are as follows:

Coaching fee

- \$35.00 per skater for first time competitors in STAR 1 category
- \$50.00 per skater for your first event of the day, for all other categories.
- \$35.00 for second event on the same day.

Categories with a Short and a Long (Free Skate) program are billed as two events

- Short \$50.00
- Free Skate \$50.00
- If both Short and Free Skate are on the same day they will be billed \$50.00 & \$35.00.

Where there is a qualifying round and final round

- \$50.00 for qualifying round
- \$35.00 for the Final.

Expenses

1. Per Diem
2. Travel
3. Accommodation where applicable

Expenses will be divided amongst all the competitors.

We begin working with each skater approximately 60 minutes before their event, or on ice warm-up time. For Star 1 events we will be on the ice with the skaters.

Skaters *dropping out* of an event *after* the entry deadline date will be expected to pay their share of the expenses.

Exceptions are

1. Injuries that prevents you from competing (with Doctor's note)
2. Illness that prevents you from competing (with Doctor's note)
3. Events where our skater is the only entry so they decline doing an exhibition.

Skating Tests

Skaters can take tests in the following disciplines:

- Free Skate
- Skills
- Dance
- Interpretive

Some skating tests are required as a part of the criteria for advancing through the various competition levels; while others are used more to mark the personal progress of the skater.

Each discipline has a number of tests ranging from Preliminary to Gold, with the exception of Dance which has, for the higher achievers, a Diamond category. Completing the Gold Test in any of these disciplines is a great sense of accomplishment and personal achievement. For the very dedicated skaters that achieve the Gold Level in all four disciplines, it is understandably a point of pride and affirmation that the hours of training and dedication have been recognized and rewarded.

There are three Test Days scheduled for this season, you will find these listed on the 'Special Events' page. When planning your training schedule and lesson budget, it is best to talk to the coaches about how much time in your schedule can be dedicated to each of these disciplines, how many lessons per week should be allotted to that area of your skating and which test is reasonable to be able to prepare for each of those test days.

In advance of each test day the coaches will submit a tentative test list to the Test Chair, and inform each of the skaters of which test they are put in for and what they should be focusing on in practice. These may be tests that are required to allow a skater to move to a new category, or other tests that the coaches feel a skater is going to be ready for. Two weeks before test day the coaches will submit a final list to the Test Chair, who will then prepare the necessary paperwork, including a test day fees invoice for each skater that is taking a test. If a skater cancels out of a test after that date for any reason other than medical, accompanied by a doctor's note, they are still responsible for test and judges fees, and the test will be recorded as a retry.

The coaching fee per test is \$12.50; this includes partnering of Dance Tests. This fee will show up on your regular coaching invoice.

Though most skaters will have one or two tests prepared for each test day, it is not mandatory to do so every test day.

Planning and Scheduling for Training

To help do our best job for your children, we like to target their training time to specific needs for different parts of their season.

1. How we plan your child's training for each timeframe:
 - If a skater is going to competition we focus their training on preparing their solo.
 - If a skater is not going to competition we focus on acquiring new skills, or preparing for test day.
 - With the very limited amount of training time we have, it is important that we know in advance where to focus our attention to best help your child achieve their goals.
2. Scheduling Ice Time:
 - Because the majority of our skaters normally go to the first competition of the season, we would not have the PAs for CANSkate; therefore it is cancelled for that day.
 - If we know that a large number of skaters are not going to the competition, we can reschedule the weekend ice to their benefit.

It is very important for the coaches to know if your child has changes in training time due to other factors such as school other activities, out of town trips.

Please communicate with your coaches!

Achieving Goals

- Set a Goal
- Make a Plan
- Carry out the Plan

Giving It Your Best Effort

- Sometimes you don't achieve what you aim for.
- Sometimes it feels as though you put in more than you get out.
- One thing for sure is you never get back more than you are willing to put in.

Skate Canada - Parent Code of Conduct

Skate Canada is committed to ensuring that all skaters have the opportunity to participate in a safe and welcoming environment that is encouraging and promotes their overall development. Parents have an enormous influence on skaters' experiences in the sport. The quality of a skater's experience is determined by their relationships with parents and the manner in which parents conduct themselves in the Skate Canada environment.

In this code "parents" shall refer to "parents and guardians". This code applies to all parents who are members of Skate Canada or have children who are members of Skate Canada. Parents shall abide by this code at all times while participating in any Skate Canada club or school, competition, or activity.

- All parents are expected to conduct themselves in a responsible manner consistent with the values of fair play, integrity, open communication and mutual respect
- Parents shall always model positive responsible behaviour and communicate with their son/daughter that they expect them to do the same. Parents will assume the major responsibility for their son/daughter's on ice conduct and attitude.
- Parents shall at all times treat all individuals and property with dignity, courtesy and respect, including but not limited to skaters, coaches, officials, volunteers, other parents, and all other individuals that are part of the club, skating school, Section or Skate Canada.
- Parents shall refrain from any behaviour, or comments, which are profane, insulting, harassing, sexist, racist, abusive, disrespectful or otherwise offensive without hostility or violence.
- Parents shall emphasize the importance of values like sportsmanship, respect, cooperation, competition and teamwork to their son/daughter offering praise for competing fairly, participation and skill development.
- Parents shall model and encourage their son/daughter to maintain a healthy balance between skating and life. (i.e., school, other activities, social life, etc.)
- Parents shall model and encourage balanced, healthy food choices and subscribing to an active and healthy lifestyle.
- Parents shall set high, but reasonable expectations for their son/daughter's participation in skating focusing on development and enjoyment for the child.
- Parents shall instil confidence in their son/daughter's ability and skill development, always avoiding comparisons with other skaters.
- Parents shall celebrate the acquisition of skills and goals achieved by their son/daughter.
- Parents, along with the professional coach and the athlete, shall be considered members of a team whose main concern is the child's overall progress and development. Parents shall respect that the professional coach is responsible and empowered for the on-ice and off-ice development of the athlete. A parent's role shall be to take a healthy interest in their child's progress and development and be responsible for the child's nutrition, rest, adherence to off-ice training regimen set by

the coach or other fitness professional, overall health, life-balance, and moral and emotional support.

- Parents shall ensure their son/daughter wears proper skating clothing and equipment.
- Parents shall never provide alcohol or drugs to minors in a Skate Canada environment.

Magic Edges Skates

Services Available

- Skate Sharpening
- Blade Mounting
- Minor Repairs
- Cleaning & Polishing

Fees

- Figure Skates Sharpening \$12.00
- Hockey Skates Sharpening \$6.00 Goalie Skates \$10.00
- Blade Mounting \$25.00
- Cleaning & Polishing \$50.00 (By appointment only)

Skate Sharpening will be available most days; however, as I will be going out of town to sharpen for other clubs it is best to check before dropping off your skates.

Skates can be dropped off at the CVSC office or brought to our house. Please check with me before doing either. As there are always several pair of skates in the office for various reasons, skates without sharpening tags on them will not be sharpened.

Payment must accompany the skates, unless arrangements for advanced payments have been made. Sharpening fees will not be included in your coaching invoice.

Thanks

Greg

Phone: 1-250-729-6375, e-mail: magicedgeskates@gmail.com