

Crystal Ice Figure Skating Club

*Synchronized Skating Handbook
2011-2012 Skating Season*



"Crystal Edge"

**Crystal Ice Figure Skating Club
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Welcome to Synchronized Skating with

Crystal Ice Figure Skating Club's "Crystal Edge"

Introduction and Mission Statement

Synchronized Ice Skating is the fastest growing discipline within the United States Figure Skating (USFS) association, topping singles skating, pairs and ice dancing. It involves 8 to 20 skaters on the ice at the same time, and is made up of complex formations and maneuvers, difficult footwork, changing hand and arm holds, deep edges, sharp changes in direction, and complete uniformity. Like figure skating, "synchro" requires grace, speed, endurance, agility and rhythm.

The Mission of Crystal Ice Figure Skating Club's (CIFSC) Synchronized Skating Program is to help our skaters grow as athletes and individuals by teaching teamwork, goal setting, responsibility, discipline and commitment in all aspects of life.

Synchronized skating is open to skaters of all ages and abilities. Our program is designed to provide growth and development for all skaters, and tries to provide any interested skater an opportunity to participate. In addition, the program is intended to build friendships, loyalty, dedication, time management and sportsmanship with fellow skaters.

This handbook is intended to help inform the membership, as well as prospective members, of the basics of our organization. If you have questions or comments, please contact Angela Hintz, Head Coach for CIFSC's Synchronized Skating Program.

Crystal Ice Figure Skating Club

Board of Directors Policy

1. All skaters and Parents/Guardians must abide by the current Synchronized Skating Handbook. In addition, all skaters and their parent/guardian must sign the Skater's Pledge and a parent/guardian must sign the Parent/Guardian Pledge by the first of practice.
2. All skaters must meet the age restrictions and skating level as set forth by the United States Figure Skating (USFS) Association, the Crystal Ice Figure Skating Club Board of Directors and the CIFSC Synchronized Skating Program. Skaters must have passed into Freestyle 1 to be eligible for teams.
3. All skaters must meet the USFS and CIFSC Synchronized Skating Program Moves in the Field requirements for synchronized skating teams. Requirements are outlined on page 19-20 (USFS Testing Requirements/General Requirements for the 2011-2012 season) AND MUST BE COMPLETED BY THE TIME OF TRYOUTS – no exceptions.
4. Synchronized Skaters must be a Home Club or Associate Member of CIFSC. Skaters must be registered for and attend a CIFSC club package(s) for the 2011-2012 skating season (and skate that package regularly).
5. All skaters must have financial obligations met from the current and previous skating years to be eligible to skate. Parents/Guardians are required to abide by all financial policies stated in this handbook.
6. All skaters shall have make-up, nails and hair color consistent with USFS and CIFSC Synchronized Skating Program guidelines at all competitions/performances. In addition, all skaters must wear the designated skating costume, hair, make-up and team jacket and pants.

Communication

The primary means of communication between the CIFSC Synchronized Skating Program, coaches and parents/guardians is email. It is VERY important that we have your correct email address and that you check your email on a regular basis. Should you have a problem with your email, it is **your** responsibility to keep your Team Representative informed.

Team Representative

Each synchronized skating team will be assigned a Team Representative. This is a parent who will assist the coaches and CIFSC Synchronized Skating Program with various duties, including: monitoring attendance, preparing costumes, hair accessories, make-up, etc. for competitions/performances, assisting the coaches and skaters at competitions/performances, and other duties as requested. The Team Rep will be in contact with the coaches and Synchronized Skating Committee on a frequent basis.

If you are interested in being a Team Rep, please contact Angela Hintz.

Synchronized Skating Committee

The synchronized skating committee will consist of the Head Synchro Coach, Team Reps (one for each team) and one CIFSC Board member.

Financial Policies

FEES

Synchronized Skating fees include: Coaches' salaries and competition expenses, ice time, competition fees, practice ice at competitions, competition dress, and miscellaneous expenses. Fee Schedule is as follows:

	<u>Billed</u>	<u>Due</u>
Coaches' salaries and Ice Time	September	Half by November 10th; Half by January 10th
Competition Fees/Expenses, Practice Ice at competitions, Competition Dress & misc.	February	February 10th

A LATE FEE OF \$50 WILL BE APPLIED FOR ANY PAYMENTS PAST THE RESPECTIVE DUE DATES.

Note regarding competition dresses:

- Competition dresses are purchased every other year with a plan to be used for 2 years. Skater is required to pay full amount first year of use. No billing will be issued for the following year.
- Competition dresses will be stored with Angela Hintz for the off-season, labeled with the skater's name. If skater returns to synchro, skater will receive same dress back.
- If a skater decides NOT to return to synchro, CIFSC will reimburse previous owner for half the cost of the dress after tryouts.
- New members to synchro in second year of dress usage will be billed for half the cost of the dress.

Synchronized skating fees DO NOT include: CIFSC package fees, hotels, transportation to competitions/performances, USFS testing fees or tights as needed throughout the season.

REFUNDS

Refunds may be made on a pro-rated basis at the discretion of the Synchronized Skating Committee, with Board approval, and then ONLY if due to injury, major illness or other extenuating circumstances. There are NO refunds for competition fees/expenses, practice ice time or late fees.

ADDITIONAL EXPENSES

In addition, the following items are required and can be purchased through CIFSC: CIFSC Club jacket, matching windpants, over-the-boot Mondor tights with Velcro fasteners, and team make-up.

CIFSC Club Jacket/Pants – Sportswear orders are due in September
Mondor Tights Sale – order forms due in October

Team Make-up – purchased through Avon in October/November

* More information about these purchases will be sent home at the appropriate time.

There may also be additional miscellaneous expenses that come up throughout the season. You will have notification for any additional expenses that may be incurred.

SKATER IN BAD STANDING POLICY

The following policy will be used when a skater's synchronized payment is not received by the due date. Please note that all financial information will be held in strict confidence.

- A Late Fee of \$50 is incurred for any payment not received by its respective due date.
- When a member's synchronized payment becomes seven (7) days in arrears, a reminder telephone call will be placed and/or a reminder email will be sent.
- On the 14th day of arrearage, if a payment agreement is not reached between the skater's responsible party and the CIFSC Synchronized Skating Program, a written notification will be sent.
- On the 30th day of arrearage, if a payment agreement is not reached between the skater's responsible party and CIFSC Synchronized Skating Program, all member synchronized privileges will be suspended. Privileges include, but are not limited to: synchronized skating ice time, synchronized skating competitions, and the synchronized number in the Ice Show. The skater will also be in bad standing with CIFSC. This means that Club Officers will NOT sign solo competition forms. Suspension will then be referred to the CIFSC Board of Directors and further privileges may be suspended.
- Privileges will resume when all contract commitments are current.

Practice Guidelines

Attendance at practice is MANDATORY. For our teams to be effective, team members need to be at all practices. When even one skater is absent it negatively affects the entire team. Extra practices (on and off-ice) may be scheduled if needed, but only if approved by the Synchronized Skating Committee and the Crystal Ice Figure Skating Club Board of Directors. Every effort will be made to inform families in a timely manner.

1) Attendance/Absenteeism:

- ATTENDANCE IS MANDATORY. All absences must be reported to the Head Coach (Angela Hintz) IN WRITING PRIOR to the practice that will be missed.
- It is up to the Head Coach to determine if an absence is excused or unexcused. Caution: just because the Head Coach is notified in writing does not mean the absence will be excused.
- Skaters may NOT miss practice the week before a competition or leave those practices early. Participation in the competition itself may be in jeopardy for skaters who do not notify the Head Coach in writing for such a circumstance.
- In the event of a serious problem such as a major illness, hospitalization, injury, or legal custody arrangement, please contact the Head Coach. If she can not be reached, contact the Team Rep or Sync Chairperson (Sue Burant).
- In cases of a planned absence (i.e. school trip, any other event where you know in advance that your child will be gone), notification should be made in writing **at least 30 days in advance** to the Head Coach. If it is short notice, then also call the Team Rep in addition to contacting the Head Coach.

2) Punctuality:

Please arrive 10-15 minutes before scheduled practices. Best use of practice requires starting on time.

3) Conduct for Skaters and Parents/Guardians:

Lack of attention or respect to any coach, refusal to cooperate with team members, foul language, and any other signs of undesirable conduct will NOT be tolerated. Disciplinary action may be taken for any infraction of the rules.

NOTE: Conduct: (Excerpt from U.S.F.S. Rule Book) It shall be the responsibility of all Synchronized Skating team members to be familiar with these rules, to comply with them in full, and to exemplify the highest standards of fairness, ethical behavior and genuine good sportsmanship in any of their relations with others. Any person whose acts, statements, or conduct is considered detrimental to the welfare of Synchronized Skating is subject to the loss of privilege of registration by the U.S.F.S. in accordance with the procedure outlined in Article XXVII, Section 3 of the U.S.F.S. Bylaws relating to loss of membership privileges, suspension and expulsion.

- 4) Parents/Guardians: May not talk to, disturb or interfere with the coaches or skaters in any way during practice, except in emergencies.
- 5) Practice attire is mandatory for all practices and includes:
 - Solid black or navy skating dress or leotard/skirt. NO SHORTS!
 - Skaters may layer solid black items (no logos/writing) over the top of their black dress, but NO HOODIES.
 - Tennis shoes are required for all off-ice practices.
 - Hair in ponytail (no hair in face)

For any skater who does not meet all practice attire requirements, the entire team will serve a consequence. The consequence will involve running laps, stairs, sit-ups and/or pushups, is at the discretion of the coaches and will be served AFTER scheduled ice time.

Competition Guidelines

All competitions are USFS or ISA sanctioned events and are selected by the coaches and Synchronized Skating Committee.

- 1) Attendance is MANDATORY for all skaters, including those NOT skating the competition. If you are not able to attend a competition due to an excused absence, you must notify the Head Coach in writing **at least 60 days prior** to the competition date. Performances at the Ice Show may be in jeopardy if a skater has not submitted a written excuse for approval prior to missing the practice.
- 2) All competition information will be furnished to the Parents/Guardians by the Synchronized Skating Committee including: hotel information, directions, practice times, etc. Parents/Guardians are financially responsible for their child's transportation and hotel. Room reservations will be the responsibility of each family.

- 3) All skaters shall have makeup, nails and hair color consistent with USFS and the Synchronized Skating Committee guidelines at all competitions. All skaters, including those not skating the competition, must wear the designated skating costume, hair, makeup and Synchronized Skating team jacket and pants. Skaters will remain in their team attire until they exit the competition arena. Team attire includes: competition hair and makeup, team jacket and pants. No jewelry (including medical alerts) will be allowed during the on-ice competition performances.
- 4) Skaters will purchase and own their costume. This costume will be designated by the coach within a reasonable budget. Costumes will be the responsibility of the skater, along with Parents/Guardian for the duration of the skating season. All costumes that will be re-used for a second season, will be collected at the end of the year for storage. Returning skaters will receive their same costume back, unless they have moved onto another team or no longer skate synchro, in which, they will be reimbursed for ½ the cost of the costume by CIFSC. Reimbursement will be made after tryouts for the following season.
- 5) All skates must be polished to the coach's specifications; blades sharpened, screws tightened, and skaters must have skate guards and extra tights and laces for each event.
- 6) For each competition, skaters must have a pair of tights that do NOT contain holes. Skaters should check their tights after each competition to ensure good form.
- 7) In order to physically and emotionally prepare skaters appropriately during competitions, only coaches, skaters, team reps and/or Sync Committee members are allowed in locker rooms, unless specifically requested by the coach. No male personnel are allowed in the locker rooms during competitions.
- 8) Skating with your team in the annual ice show is MANDATORY and completes our season. In addition, skaters are strongly encouraged to skate in the ice show with their freestyle group. The ice show is a big fundraiser for the club and your support is greatly needed and appreciated.

Discipline

ATTENDANCE/ABSENCES

A team works better when there are strong guidelines to follow. Both the coaching staff and the Synchronized Skating Committee will enforce rules strictly and fairly.

The Head Coach has final authority for all practices. It is her responsibility, along with the Synchronized Skating Committee and the CIFSC Board of Directors, to enforce all established rules and to discipline those who break them. The coach will discuss individual situations with the skater. Repetitive disciplinary problems will be presented to the Synchronized Skating Committee who will take further action.

Those skaters who are not skating at a competition are required to attend the competition and dress with the team. They are still a very important part of the team and need to be there to participate.

If a skater chooses not to attend a competition, disciplinary action will be taken. Consequences will include, at a minimum, not skating the next competition the skater was scheduled to skate. Should there be a subsequent offense(s), further disciplinary action may include dismissal from the team.

There is a difference between excused and unexcused absences –

EXCUSED ABSENCES

- Are at the discretion of the Head Coach and Synchronized Skating Committee and must be submitted PRIOR to the missed practice IN WRITING to the HEAD COACH.
- Note: just because a parent contacts the Head Coach to report an absence does not mean it will be excused.
- In cases of planned absences, i.e. school trip, or any other event where you know in advance that your child will be gone, notification should also be made in writing (email is preferred). If it is short notice, then contact the Team Rep, in addition to contacting the Head Coach.

- If there is a question whether something is excused or unexcused, the Head Coach will consult with the Synchronized Skating Committee and then get back to the parent.
- Examples of excused absences: illness (high fever, doctor's excuse, contagious infection---not just a cold or not feeling well); serious injury; or school event/trip.
- There is a maximum of 3 excused absences allowed per season.

UNEXCUSED ABSENCES

- Failure to contact the Head Coach in writing prior to the practice missed.
- Any other reason determined by the coaches or Synchronized Skating Committee.
- When in doubt, talk to the Team Rep.

The following information outlines actions that will result should infractions occur with sync practice.

INFRACTION	ACTION
Unexcused Absences and Excused Absences over the maximum limit of 3	<p>First – Synchronized Committee member informs Parents/Guardian that one additional unexcused absence will result in referral of the situation to the Synchronized Skating Committee for disciplinary action.</p> <p>Second – Skater will sit out for one competition or ice show.</p>
Excessive Absenteeism And Tardiness (includes excused and unexcused absences)	<p>Referral to Synchronized Skating Committee and coach for evaluation of the severity. If determined to be excessive the following actions will take place:</p> <ul style="list-style-type: none"> - Synchronized Committee Member speaks with Parents/Guardians - Any additional absences could result in permanent replacement of skater with a team member, or dismissal from the team.

MISCONDUCT

Misconduct by a skater will NOT be tolerated. Misconduct includes, but is not limited to: lack of attention or respect to any coach, refusal to cooperate with team members, foul language, theft, bullying, harassment, drug or alcohol use and any other undesirable conduct, etc.

Bullying may take the form of physical attacks such as: hitting or kicking; taking/damaging belongings; or verbal assault including: name-calling, insults, repeated teasing or racist assaults. It may also take more indirect forms such as: spreading malicious gossip, rumors or excluding someone from a social group.

Harassment is defined as engaging in a course of conduct or repeatedly committing acts that threaten harm to another person, their property, their mental health or safety.

The severity of the misconduct will determine how it will be handled. The coach has final authority for all practices. It is his/her responsibility, along the Synchronized Skating Committee, to enforce all established rules and to discipline those who break them. In cases of minor misconduct, the coach will handle it the first time a problem arises. In more serious situations, the parents and Synchronized Skating Committee will be contacted immediately. Discipline action will be up to and can include suspension from the team.

The following information outlines actions that will result should infractions occur with sync practice.

INFRACTION	ACTION
First Offense	Coach disciplines skater
If unresolved...	Parents/Guardians and Sync Committee informed, discipline is determined
If unresolved...	Meeting between coach, Parents/Guardians, Sync Committee and Skater
If unresolved...	Referral to CIFSC Board for possible suspension from the team

Team PLUS Philosophy

Team PLUS is CIFSC's philosophy that more skaters on a sync team is a PLUS. It is important to have more skaters on a team than can skate in competition.

There are many advantages to having additional skaters on a team: it will encourage skaters to work hard all the time, not just the week before competition; coaches have the ability to deal with discipline problems and absenteeism without penalizing the entire team; families have some flexibility should a serious conflict arise with a competition; the team has additional skaters should a skater be injured or ill; coaches have the opportunity to develop more skaters' skills, which leads to a stronger team and a stronger program.

There may be circumstances where a skater will be designated as an "alternate". Alternates will practice with the team. Prior to a competition, the coaches will decide who will skate the competition. Decisions about who will be skating in a competition may not be made until 1-2 weeks prior to the competition. Factors that will weigh into the coach's decision are many. They include, but are not limited to: skill level; work ethic; team work; attendance at sync practice; behavior and attitude; financial standing with club; moves testing requirements; etc.

There may be circumstances where a skater will be designated as an "alternate". Alternates will practice with the team.

Those skaters who are not skating at a competition are required to attend the competition and dress with the team. They will skate on the ice with their team and then skate off just before the performance starts. These skaters are a very important part of the team and need to be there to participate. In addition, they need to be prepared to skate the competition should another skater be unable to do so for any reason. **If a skater does not attend a competition, disciplinary action will be taken. Consequences will include, at a minimum, not skating the next competition the skater was schedule to skate. Should there be a subsequent offense(s), further disciplinary action may include dismissal from the team.**

Travel Conduct

When our teams travel, they are a “showcase” for all to see (including judges and officials)! Therefore, team members must present themselves in the best manner possible, whether staying in hotels, eating in restaurants or while in transit. Parents/Guardians and family members are also subject to this policy.

- Unruly and/or disruptive behavior, running in hallways, breaking curfews, or rules set down by coaches, are expressly forbidden.
- Curfews to be followed while staying at hotels:
 - No swimming after 7:00 pm
 - Skaters must be in their rooms for quiet time by 7:30 pm
- In addition, while teams are staying in a hotel, Parents/Guardians will not leave the premises without securing adult supervision for their skater and other siblings. Team Reps and coaches are NOT babysitters. Failure by Parents/Guardians to comply with this rule may result in disciplinary action against their skater.

Coaches

Primary responsibilities of the coach(es) include choreography, training and enforcing discipline during team practices and at all competitions. More detailed information is listed below:

- 1) Choreography – the coach shall select music, produce necessary CD’s and design the program content to the music.
- 2) Training – the program will be taught in a timely fashion; necessary practicing shall be budgeted, including any extra on-ice/off-ice practice deemed necessary.
- 3) Motivation – the coach is important in the development and maintenance of team spirit. She shall set goals for the team, motivate and encourage skaters to achieve their goals and instill the development of good sportsmanship.
- 4) Responsibility – the coach shall attend all practices, exhibitions and competitions.

Skater's Pledge

It is very important for skaters and Parents/Guardians to read the Skater's Pledge carefully. All skaters, their parents and coaches must sign this Skater's Pledge. There is a copy at the end of this handbook.

- 1) I will give my best at all practices, classes, exhibitions and competitions. I will demonstrate excellent cooperation, conduct, teamwork and sportsmanship.
- 2) I will treat my team members and coaches with respect at all times.
- 3) I will attend all practices. If a practice must be missed due to illness or injury, I will ask my parent/guardian to notify the Head Coach in writing.
- 4) I understand that absences and tardiness may result in disciplinary action.
- 5) I will do my best to attend ALL practices. I understand that attendance at practices is very important to improve my skating skills, and thus it will also help my team grow and improve.
- 6) I will be responsible for giving all letters and notes to my Parents/Guardian. I will also read the main communication board at the entrance of the rink.
- 7) I will arrive 10 minutes before each practice. I will be warmed up and on the ice at the start of practice.
- 8) I will wear my practice clothing to each practice. This includes: solid black skating dress and hair in a ponytail. I understand that any outerwear may or may not be allowed during practice and is at the discretion of the coaches.
- 9) At all competitions I will dress like my team. I will wear my team jacket and pants and keep my hair up and makeup on until I leave the competition arena for the day.
- 10) I will not act in a manner that is disrespectful, illegal or immoral.
- 11) I will not be involved in any altercation that is an embarrassment to me or the team.
- 12) I will respect other people's belonging and will not touch anything that does not belong to me unless I am given permission to do so.
- 13) I will not use or possess tobacco of any kind, unauthorized drugs, or alcoholic beverages of any kind. I will not attend events or parties where drugs or alcohol are being consumed or made available.
- 14) I understand that misconduct violations will result in disciplinary action.
- 15) I will follow the coach's request regarding additional skating necessary to improve my skills for the overall good of the team.

Special Note to Parents/Guardians

Parent/Guardian involvement is vital to the successful operation of our teams. Many opportunities to help are available. These opportunities include: special team get-togethers, hair and makeup, CIFSC Synchronized Skating Committee, etc. This involvement serves to enhance the team experience for all participants.

Parents/Guardians are encouraged to attend on-ice practices. Coaches do ask that parents remain in the spectator area when conducting off-ice practices in order to minimize distractions.

Sometimes situations arise and you may be unsure how to handle them. If you or your child encounters such a situation, we recommend the following steps:

- 1) Talk to the coach. It is very important to let the coach know what is going on. If the issue involves another child, you should talk to that child's parents as well.
- 2) If not resolved - talk to a Sync Committee member and they will look into it.
- 3) If not resolved after steps 1 and 2 - request a meeting between the parents involved, the coach and the Sync Committee.
- 4) If not resolved after steps 1, 2 and 3 - the issue will be referred to the CIFSC Board of Directors.

Most issues can be handled very quickly by making the coach aware of the situation. Please call your child's coach if you are unable to catch them at the rink. It is better to deal with something early on before it escalates.

Parent/Guardian Pledge

We are asking all parents/guardians to read this pledge and sign it.

- 1) I am responsible for having my skater at all practices, exhibitions and competitions at the proper time.
- 2) I am responsible for paying all fees in a timely manner. I will be consulted on all out-of-the-ordinary financial matters.
- 3) I will attend any meetings the Synchronized Skating Committee deems necessary.
- 4) I am encouraged and invited to participate in nearly every facet of team skating.
- 5) I will check my email and the main communication board at the rink for notices.
- 6) I will demonstrate respect to all coaches. This includes refraining from foul language or exhibiting any other signs of undesirable conduct.
- 7) Except in emergencies, I will not talk to, disturb or interfere with the coaches or skaters in any way during practice or competition.
- 8) I will secure adult supervision for my child and have a waiver signed on-hand for emergency medical release when I am unable to attend a competition. When attending overnight competitions, I will not leave the hotel premises until I have arranged adult supervision for my skater and other siblings.
- 9) If I witness anything of serious concern regarding skaters, parents or coaches, I have a responsibility to bring my concerns to a coach or a Sync Committee Member.
- 10) I have read the 2011-2012 CIFSC Synchronized Skating Handbook and agree to abide by the policies set forth within.

USFS Testing Requirements

As the sport of Synchronized Skating becomes more demanding, it is vital for our skaters to achieve higher levels of skating abilities. USFS has issued Moves in the Field testing requirements for some levels of teams. The Synchronized Skating Committee recommends that all skaters work towards testing their Moves in the Field. We are striving to put qualifying teams on the ice and there are moves requirements associated with those team levels. *Skaters will not be considered for a team if they have not met the moves requirements for that level.*

USFS Testing Requirements are as follows:

Beginner 1, 2 or 3: A team of 8-16 skaters. No skater may have passed higher than preliminary in any discipline, and the majority of the team must be no test.

Preliminary: A team of 8-16 skaters. Skaters must be under 12, with the majority of the team under 10.

Pre-juvenile: A team of 8-16 skaters. The majority of the team must be under 12.

Open Juvenile: A team of 8-16 skaters. The majority of the team must be under 19. All skaters must have passed the pre-preliminary moves in the field test.

Juvenile: A team of 12-20 skaters. Skaters must be under 13 and have passed the preliminary moves in the field test.

Intermediate: A team of 12-20 skaters. Skaters must be under 18 and have passed the pre juvenile moves in the field test.

Novice: A team of 12-20 skaters. Skaters must be under 16, with the exception of four skaters who may be 16 or 17, and have passed the juvenile moves in the field test.

Junior: A team of 12-16 skaters. Skaters must be at least 12 years old and under 19. All skaters must have passed the intermediate moves in the field test.

Senior: A team of 16 skaters. Skaters must be at least 14 years old and have passed the novice moves in the field test.

Open Collegiate: A team of 8-16 skaters. Skaters must be enrolled in a college or degree program.

Collegiate: A team of 12-20 skaters. Skaters must be enrolled in a college or degree program as full-time students and have passed the juvenile moves in the field test.

Open Adult: A team of 8-12 skaters. The majority of the team must be 19 years or older.

Masters: A team of 12-20 skaters. All skaters must be 25 years or older, with the majority of the team 35 years or older.

Adult: A team of 12-20 skaters. All skaters must be 21 years or older. All skaters must have passed at least one of the following tests: preliminary moves in the field, adult bronze moves in the field, preliminary figure or preliminary dance. All teams may have a maximum of four alternates listed on their roster.

Many opportunities exist to test at official USFS Test Sessions. CIFSC is hoping to have at least one test session each year at the K.B. Willett Arena. Other test session opportunities in our area include, but are not limited to: Wisconsin Rapids, Wausau, Appleton and Eau Claire.

CIFSC Requirements for the 2011-2012 Season

In addition to the USFSA team requirements, CIFSC is requiring the following MIF test levels for the following team:

Beginner Team

Must be a minimum of a Freestyle 1 skater. No testing is required and they will compete in the Beginner 2 category at competitions.

Open Juvenile “B” Team

Must be a minimum of a Freestyle 4 skater. Tests passed must include: PRE-PRELIMINARY Moves in the Field at time of tryouts.

Open Juvenile “A” Team

Must be a minimum of a Freestyle 5 skater. Test passed must include: PRE-PRELIMINARY, PRELIMINARY and PRE-JUVENILE Moves in the Field at time of tryouts.

Try Outs

Crystal Ice Figure Skating Club will hold open tryouts annually. Coaches will determine team placement based on skill, age, behavior, size and team levels available for the current season. **The decision of the coaches is final and team placement will be emailed to all skaters on the evening of July 21st. Once finalized, the roster will be posted on the CIFSC website.**

In the event that any skater is unable to participate in the originally scheduled tryout, a request for placement on a team may be made, in writing, to the Head Coach and the Synchronized Skating Committee.

The decision to place a skater on a team, *after teams have been set*, is done so at the discretion of the coaches and Committee.

Skater's Pledge

- 1) I will give my best at all practices, classes, exhibitions and competitions. I will demonstrate excellent cooperation, conduct, teamwork and sportsmanship.
- 2) I will treat my team members and coaches with respect at all times.
- 3) I will attend all practices. If a practice must be missed due to illness or injury, I will ask my parent/guardian to notify the Head Coach in writing.
- 4) I understand that absences and tardiness may result in disciplinary action.
- 5) I will do my best to attend ALL practices. I understand that attendance at practices is very important to improve my skating skills, and thus it will also help my team grow and improve.
- 6) I will be responsible for giving all letters and notes to my Parents/Guardian. I will also read the main communication board at the entrance of the rink.
- 7) I will arrive 10 minutes before each practice. I will be warmed up and on the ice at the start of practice.
- 8) I will wear my practice clothing to each practice. This includes: solid black skating dress and hair in a ponytail. I understand that any outerwear may or may not be allowed during practice and is at the discretion of the coaches.
- 9) At all competitions I will dress like my team. I will wear my team jacket and pants and keep my hair up and makeup on until I leave the competition arena for the day.
- 10) I will not act in a manner that is disrespectful, illegal or immoral.
- 11) I will not be involved in any altercation that is an embarrassment to me or the team.
- 12) I will respect other people's belonging and will not touch anything that does not belong to me unless I am given permission to do so.
- 13) I will not use or possess tobacco of any kind, unauthorized drugs, or alcoholic beverages of any kind. I will not attend events or parties where drugs or alcohol are being consumed or made available.
- 14) I understand that misconduct violations will result in disciplinary action.
- 15) I will follow the coach's request regarding additional skating necessary to improve my skills for the overall good of the team.

Print Skater's Name

Skater's Signature

Date

Parent/Guardian Pledge

- 1) I am responsible for having my skater at all practices, exhibitions and competitions at the proper time.
- 2) I am responsible for paying all fees in a timely manner. I will be consulted on all out-of-the-ordinary financial matters.
- 3) I will attend any meetings the Synchronized Skating Committee deems necessary.
- 4) I am encouraged and invited to participate in nearly every facet of team skating.
- 5) I will check my email and the main communication board at the rink for notices.
- 6) I will demonstrate respect to all coaches. This includes refraining from foul language or exhibiting any other signs of undesirable conduct.
- 7) Except in emergencies, I will not talk to, disturb or interfere with the coaches or skaters in any way during practice or competition.
- 8) I will secure adult supervision for my child and have a waiver signed on-hand for emergency medical release when I am unable to attend a competition. When attending overnight competitions, I will not leave the hotel premises until I have arranged adult supervision for my skater and other siblings.
- 9) If I witness anything of serious concern regarding skaters, parents or coaches, I have a responsibility to bring my concerns to a coach or a Sync Committee Member.
- 10) I have read the 2011-2012 CIFSC Synchronized Skating Handbook and agree to abide by the policies set forth within.

Print Parent/Guardian Name

Signature of Parent/Guardian

Date