

Lake Region Figure Skating Club



2016-2017 Member Handbook

www.lrskating.com

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BRIEF HISTORY OF THE LAKE REGION FIGURE SKATING CLUB

The Lake Region Figure Skating Club is a nonprofit organization and member club of U.S. Figure Skating. As the national governing body, the mission of U.S. Figure Skating is to provide programs to encourage participation and achievement in the sport of figure skating.

The Lake Region Figure Skating Club was incorporated in 1953 for the purpose of advancing figure skating for both children and adults. Incorporators of the club; J. H. Mahoney, Fred Hoghaug, and Douglas B. Heen; called the first official meeting to order on February 15, 1953 at the Winter Sports Building. Bylaws were approved and the first directors were appointed.

The 1940's gave birth to the first annual "Frost Frolics" ice show, sponsored by the local Jaycees. The first shows were comprised of out of town talent. One of those talents, Helen Heen, became our first Club Pro.

By the 1950's the Lake Region Skating Club was formed and early shows featured as few as eight local skaters. However, by the end of this decade 100 local skaters were participating in the club and performing in the show.

The 1960's brought affiliation with the United States Figure Skating Association. Through this national program, a skater's proficiency is measured. Skaters are tested on a nationally recognized level in addition to participating in the club and performing in the ice shows.

In the 1970's, Drill Teams, later known as Precision Teams and now known as Synchro Teams, began to appear on the scene sporting large numbers of high school age skaters. This era was also fortunate to have a pro that stayed with us the longest in our history, Terri Romine, who was in Devils Lake most of this decade.

In the 1980's Lake Region Skating Club Precision Teams performed at hockey games, as well as the annual ice show, and competitive skating was also introduced as another facet in which our skaters could strive to achieve. National testing as well as the annual ice show continued to play a large role in our skater's lives.

Since the 1990's our club has offered a wide range of skating opportunities. We are happy to be able to say that although our ice time per year is limited, we are offering all of the areas available through U.S. Figure Skating. Our club offers the basic skills program for beginners, the national U.S. Figure Skating testing for advanced skaters in dance, freestyle and moves in the field, and synchronized skating for

basic skills and advanced skaters. As a result, our skaters participate in local and international competitions. These competitors can perform individually or in large groups such as a Synchro team or in professional shows. U.S. Figure Skating testing, when completed to a high enough level, can lead to our skaters becoming qualified to someday coach skating. It pleases us to know that some of our skaters have done just that and we hope to continue to broaden and expand our program to meet the needs of future skaters. We have added a Competitors Exhibition and Holiday Show, but as in past years, the annual ice show continues to be the highlight of our skating season.

The club has been able to grow and progress into every phase of skating through the constant support of this community. Parents are involved in everything from sewing costumes and building props to working on fund raising projects. They have always seen to it that these opportunities are available for our aspiring young skaters.

Current Board of Directors for the 2016-2017 Season:

Mark Estenson, President	msesten1@gondtc.com	701-740-8899
Lisa Rodriguez, Vice-President	lisa-ann-06@hotmail.com	701-351-6331
Amber Rude, Secretary	arude@ramseybank.com	701-350-1601
Susan Estenson, Treasurer	msesten1@gondtc.com	701-662-1760
Alexis Sotvik	alexis.sotvik@outlook.com	701-350-2908
Jason Hunter	jthunter@nd.gov	701-351-4571
Melody Schlotman	melmackey65@yahoo.com	701-381-2445
Bethany Dumont	Bethany.dumont@hotmail.com	701-230-1610
Sharlene Olson	sharlene.l.olson@gmail.com	701-350-0612

Coaching Staff:

Laurie Johnson-Krueger	lauriejohnsonkrueger@gmail.com	701-662-8031
& Dan Krueger		701-230-5784

REGISTRATION DATES TO REMEMBER

Registration of members will be held at the Burdick Arena in September. Dates and times will be announced. Registration will also be available during the first few weeks of Family Skate.

Learn To Skate Begins: First to 2nd week of October – LRFSC will post specific dates on our website at www.lrskating.com. Please watch your email.

Competitors: Skating will begin as soon as ice is ready. Please watch your email and visit the website for specific dates.

WEBSITE/LRFSC BULLETIN BOARD

Our website is www.lrskating.com. Schedules and important information will also be posted on the LRFSC bulletin board at the Burdick Arena (located on the south wall) and the web site. The website will be updated in a timely manner but in the case of schedule changes, the website may not have up to date information. We will make every attempt to contact members in the case of a schedule change. Photos and skaters accomplishments will also be posted on the website. If you do not wish to have your skater on our website please let us know.

Please make sure that we have your current email address and phone number.

REMEMBER TO READ THE BULLETIN BOARD AT THE RINK FOR ANNOUNCEMENTS AND SCHEDULES. LRFSC IS ALSO ON FACEBOOK.

PROTECTIVE GEAR/DRESS CODE

Beginning skaters are ***STRONGLY*** encouraged to wear elbow and knee pads as well as a helmet. This is for the safety of your skaters. A bicycle, skiing or hockey helmet is adequate.

Beginning skaters should wear clothing that is warm and allows for adequate movement.

Competitive skaters are required to follow a dress code. Competitive skaters will wear skating dresses or skirts with tights or skating pants. Competitive skaters will not be permitted to wear frayed or flared pants, pajama pants or any other clothing deemed inappropriate or dangerous by the Skating Director.

LRFSC Club jackets are available for all club members through the club's web site at www.lrskating.com. We encourage all competitive skaters to purchase a club jacket to wear at competitions but it is not a requirement. These can be personalized with the skater's name and rhinestones are optional.

LRFSC Ice Show t-shirts will be available later in the season. If you would like to be listed as a sponsor on the shirt please contact Mark Estenson at 701-740-8899 for more information.

LEARN TO SKATE USA PROGRAM & FAMILY SKATING

The Lake Region Figure Skating Club exists to enhance and promote family skating. When you choose to enroll your family in the LRFSC, we offer you the U.S. Figure Skating Learn To Skate USA Program, which is taught during family skating time. This skating program is endorsed by U.S. Figure Skating, USA Hockey and U.S. Speedskating.

Family skating provides an opportunity for parents and children to skate together at their leisure. Family skating is offered twice a week on Wednesdays and Sundays, usually for three hours. Group lessons in Basic Skills skating are given during this time. **Family skating time on Sundays are from 3:00 – 6:30 p.m. and Wednesday from 6:15- 8:45 p.m.** Part of the ice will be used for lessons and the rest of the ice will be open to registered skating club families only.

Occasionally, due to hockey tournaments, Family Skating may be delayed. This will not affect the order in which lessons are given, just the time each class starts. A printed ice schedule for each week is put out by the Park Board and is located in the lobby. There is also a schedule information number you can call which will give the ice schedule for the Burdick Arena, 662-4835. The weekly schedules will also be posted on our website at www.lrskating.com and on the LRFSC bulletin board.

Family skating is only open to registered LRFSC members. **Unfortunately due to liability issues, we are unable to allow guests on the ice at any time during club ice time.** LRFSC will periodically offer a “Bring a Buddy” night. Parents of guests at “Bring a Buddy” night must fill out a special liability form prior to the skater entering the ice. Please watch the LRFSC bulletin board for more information.

Chairs will not be allowed on the ice during family skate time. Glider walkers will be available for beginning skaters. Please check with the Skating Director or a Board Member if your beginning skater requires a Glider Walker or additional assistance on the ice prior to start of skating so that a helper can be arranged. Shoes are also not permitted on the ice at any time. The debris on the bottom of shoes can create a dangerous hazard for our young skaters. Other items such as hockey pucks are also not allowed. We want to create a safe environment for all of our skaters.

LEARN TO SKATE USA CURRICULUM

During family skating, Learn To Skate USA group lessons will be offered. These lessons are included with our general membership fee. Lessons will be held on one-third of the rink while family skating will use the remaining two-thirds of the rink. These lessons are 15-20 minutes in length and are offered both Wednesdays and Sundays.

Learn To Skate USA curriculum includes these areas: Snowplow Sam, Basic Skills, Free Skate, and Hockey Skills group classes.

Snowplow Sam: Preschool-age skaters develop preliminary coordination and strength to move around on the ice. Introductory classes are divided into four progressive levels for kids with no prior skating experience to build confidence in skating and themselves. Fun and games make this positive experience for your kids enjoyable and memorable.

Basic Skills: The first stage of skills forms a strong foundation for your skaters to explore the world of skating. All will progress at their own pace working toward mastering each skill. Active Start encourages skaters to trade in hesitation for excitement as they grow a love for skating. Fundamentals harness those skills as agility, balance, coordination and speed become the main focus of this curriculum.

Hockey: Designed to teach the fundamentals of hockey skating, the levels plus power skating, will teach skaters how to be more proficient and agile on the ice. Proper techniques for the game of hockey are the primary focus and all elements are taught without a puck.



Free Skate: Each Free Skate level is divided into three sections: skating skills, spins and jumps. The levels are designed to give skaters a strong foundation and it is at this point the skater can choose to pursue a recreational or competitive approach to the sport of figure skating.

Testing at each basic skills level will be held at regular intervals throughout the season. Skaters will receive colored badges and certificates at the end of these sessions when they complete a level and advance to the next level. Skaters usually begin in Snow Plow Sam if they are five years of age or younger. Skaters usually begin in Basic 1 if they are over six years of age.

HOLIDAY SHOW & COMPETITOR EXHIBITION

The Holiday Show & Competitor Exhibition will be held in December. We encourage all skaters to participate but it is not a requirement. We hold this exhibition each year so that Basic Skills skaters may showcase what they are learning during this season. This exhibition also allows our competitors a chance to perform their competition routines in front of a crowd before heading off to their first competition. Basic Skills costumes will be kept very simple and affordable.

ANNUAL ICE SHOW

The club's annual ice show is held in March at the Burdick Arena. We encourage all skaters to be a part of the show. However, it is not a requirement. Practice for the ice show will begin around the end of February after the last testing session of the Learn To Skate USA program. At this time the ice will be closed to family skating to rehearse the numbers.

Ice Show fees are included in your membership. Costumes are an extra cost to the parents. Parents are responsible for construction of costumes, to be sewn or ordered. **Costume orders must be prepaid prior to ordering.**

The Ice Show is our biggest moneymaker of the year. Parents are encouraged to help in the areas of these, sets and props, lights, costumes, tickets, programs, group parents and odds and ends. Please watch the board in the arena lobby for signup sheets and help out where you are able.

Basic skills skaters will be grouped by the Skating Director according to the basic skills levels into their ice show groups.

Other skaters will be grouped according to the following criteria:

Morning Ice Skaters: All skaters who participate in morning ice will be eligible for this number and will be divided into groups at the discretion of the Skating Director.

High School Boy/Girl Number: All high school skaters are eligible for this number. All partners must be deemed proficient to skate in this number by the Skating Director.

High School Girl Group Number: All high school girls are eligible to participate in this number. All participants must be deemed proficient to skate in this number by the Skating Director.

Dance Number: All skaters participating in dance class or taking dance private lessons through the entire skating season are eligible for this number. Skaters must be actively working towards their next dance test.

Competitor/Test Group Number: Any skater who has competed individually or tested at least once during the current skating season is eligible for this number.

Senior Skater's Group Number: All seniors who have been actively skating the entire skating season are eligible for this group number. In the event that there is only one senior, this number will be cancelled.

The final testing deadline for ice show specialty groups is January 15, 2017 "Entire skating season" is defined as the start of full ice in October to the official start of ice show practice.

ICE SHOW SPECIALTY NUMBERS

Senior Solo: All senior skaters who have passed **two out of three of these levels**; Pre-Juvenile MIF, Preliminary Free Skate or the Pre-Bronze Dance Level, will be eligible for a senior solo number. **Skater must also meet lettering requirements. Please see section on Lettering Requirements (page 10) for specific details.**

Other Solos: Any skater who has **passed two out of three of these levels**; Juvenile MIF, Pre-Juvenile Free Skate or the Bronze dance Level, will be eligible for a solo number. **Skaters must also meet lettering requirements (except for grade requirement). Please see section on Lettering Requirements (page 10) for specific details.**

Duets: All skaters who have **passed two out of three of these levels**; Pre-Juvenile MIF, Preliminary Free skate or the Pre-Bronze Dance level will be eligible for a Duet. **Skaters must also meet lettering requirements (except for grade requirement). Please see section on Lettering Requirements (page 10) for specific details.**

Trios: All skaters who have **passed two out of three of these levels**; Preliminary MIF, Pre-Preliminary Free Skate or the Pre-Bronze dance level will be eligible. **Skaters must also meet lettering requirements (except for grade requirement). Please see section on Lettering Requirements (page 10) for specific details.**

** In the event that a single skater is eligible for either a duet or trio but there is not enough other eligible skaters to fulfill that specialty number, the skater will then have a step-out solo number in the skating show. If there are two skaters eligible for a trio but not a third skater, then those skaters will perform a duet for the skating show. If there are two skaters eligible for a trio and one skater eligible for a duet but no other eligible skaters, then a trio number will be done. Final decisions on the specialty numbers will be made at the discretion of the Skating Director and the Board of Directors after consideration of all options.

LETTERING REQUIREMENTS

Skater must meet all of the following criteria in order to earn a letter.

- 1) Skater must be in 7th grade or above.
- 2) Skater must have an annual sports physical. The completed sports physical form and insurance information form must be completed and turned into the activities office at the DLHS before the skater takes the ice at the start of the season.
- 3) Skater and parent must attend an annual concussion class offered at the DLHS or on-line and complete the appropriate form.
- 4) Skater must be deemed eligible under the NDHSAA rules of eligibility. Please refer to the website for additional information www.ndhsaa.com. Please see the Drug, Alcohol and Tobacco Rules Policy on page 11 for details.
- 5) Skater must be passing all classes. Academics will be checked periodically.
- 6) Skater cannot miss any competitions due to suspensions or legal charges.
- 7) Skater **must have competed individually or on a synchro team at least once** during the current skating season **and be actively moving towards testing**.
- 8) Skater must have a **minimum morning practice time** of 3 hours per week (including lesson time) or a **minimum of 2 hours per week** (including lesson time) if participating on a synchro team for the **entire skating season**. Skater must log their practice time in the log book.
- 9) Skater must be recommended by the Skating Director.
- 10) Skater must be a member in good standing with the Lake Region Figure Skating Club and be a positive role model following the Code of Conduct as noted in the handbook.

The Criteria for Ice Show Groups, Specialty Numbers and Lettering will be reviewed on a yearly basis and is subject to change at the discretion of the Skating Director and the LRFSC Board of Directors.



DRUG, ALCOHOL, TOBACCO RULE POLICY

Under the rules of the NDHSAA, Section XII of Article 13 says the following: Use or possession of tobacco, alcohol, other harmful substances, illegal use or possession of narcotics or habit-forming drugs is prohibited. Any co-curricular participant who indulges in any of these harmful practices will be suspended from all competitions, testing or public appearances from the date of school notification for a period of 6 consecutive school weeks for the first offense and for a period of 18 consecutive school weeks for any subsequent offense. Violation that occurs during the summer months will be enforced from the first day of practice in the fall or the first day of school whichever is applicable. A student's record of violations of this policy shall be cumulative commencing with the promotion from grade 8 to grade 9 and concluding upon his/her graduation or completion of any school-sponsored activity extending beyond graduation. A Junior High Student record of violation will be cumulative commencing with promotion from grade six and concluding upon his/her completion of grade eight. Students may be suspended beginning the first day of the first activity and ending on the last day of the last activity. The use, possession or sale of non-prescriptive anabolic steroids by any student athlete at any time during the school year is prohibited. Any student athlete found to be in violation of this policy shall be subject to penalties provided in Section 12 of Article 13 of the Constitution and By-Laws of the Association. The use or possession of anabolic steroids prescribed or directed by a physician shall not be a violation of this section. Students are reminded that they may not play on non-school teams while under suspension. No fees will be refunded due to a skater's ineligibility due to illegal substance use.

SYNCHRONIZED TEAM SKATING

The Lake Region Figure Skating Club does offer Synchronized Team Skating. Try outs are held at the beginning of the skating season and placements are made. A dress code is required for synchronized skaters and costumes will need to be purchased by skaters. Skaters who are participating on a competitive synchro team (Shooting Stars) are required to take the Saturday morning group classes if they have not yet passed all pre-bronze dances and the Preliminary MIF level.

There may be one non-competitive synchro team for the 2016-2017 season; the Twinkling Stars. This beginner level synchronized skating team will practice during Family Skate time. This team will learn the basics of synchronized team skating and have the opportunity to earn synchro skating badges.

THEATRE ON ICE

This year we are offering a new form of figure skating to our club called Theatre on Ice on a trial basis with a potential for a competitive team if there is interest in this area. It combines the grace of figure skating with the excitement of theater and dance. Teams consist of between 8-30 skaters. Team performances are evaluated on technical merit and presentation with emphasis on originality, costuming, artistry and musicality. Solo skating is discouraged. Skaters who are participating in Theatre on Ice are

required to take the Saturday morning group classes if they have not yet passed all pre-bronze dances and the Preliminary MIF level. Please contact the Skating Director for more information on this new, fun area of skating being offered this year.

PRIVATE LESSONS

Private lessons are arranged with the club coach(es). Any club member may take private lessons after paying the Morning Ice Fee. Taking private lessons does not always mean that you are at a level where you must compete or test through U.S. Figure Skating. Sometimes a private lesson or two can help a Basic Skills skater pass a level sooner or serve as an added help on any skill a skater may want to improve.

Private lessons are paid for by the family of the skater taking lessons. You will be charged for any private lessons missed. You may, however, find another skater to take your lesson. Private lessons are offered during Morning Practice Ice Time. Lessons are pro-rated by your coach. You may sign up for these lessons as soon as your registration has been processed. Your coach will have a billing system and will let you know how this will be handled. **Please pay on time...this is the coaches' income and he/she has bills just like the rest of us!**

In the event of a concussion, the skater must provide a note from their medical provider or athletic trainer that a concussion has occurred and a second note stating when the skater is cleared to resume practice. In the event of a prolonged illness or injury greater than 2 weeks (other than a concussion), the skater must provide a note from their medical provider or trainer stating that they are cleared to resume practice. The skater will not be allowed to return to practice without this documentation and these absences will be considered unexcused which could affect lettering and eligibility for specialty numbers in the ice show.

The number and times of lessons is at the discretion of the coach and cannot be guaranteed until all registrations have been received. LRFSC and coaches reserve the right to make schedule changes as necessary to insure optimal training conditions for all participants.

COMPETITIONS

When you choose to enter the competitive phase of skating, the amount of time and money you invest increases, but the rewards can be great. Additional costs include private lessons and entrance fees in competitions, costumes, as well as more time spent on the ice and traveling. The rewards are increased self-reliance and confidence as well as the reward of striving for and attaining goals.

As your skater enters into the competitive phase of skating parents may have many questions. Please do not hesitate to contact any board member or coach with questions.

Our skaters have a chance to compete and test their skills against skaters at similar skill levels from around the state and region. Skaters begin the path to competition by beginning to take some private lessons. These lessons and practice time take place during the morning (before school). These lessons prepare the skaters for competitions as well as other skating endeavors they pursue, such as testing.

Again, there are many additional costs incurred attending a competition. Just because your skater chooses to compete and is eligible for many events, the skater does not have to skate in every event. Sometimes choices can help make competition more affordable and your coach will help with these decisions.

Areas of competition include Free Skate, Compulsory, Artistic, Dance, Maneuver teams, and Spins. All individual competitors can plan on the following costs;

1. Purchase of practice ice time to take lessons and practice
2. Coaching; this includes private lessons and a share of coach's expenses for travel to competitions, preparing music for a program, individual event fees at competitions.
3. Costumes
4. Travel expenses
5. Entrance fees

School Absences – Because many of the North Dakota competitions start on Friday, skaters may need to miss school days. Please be aware that your skater will be marked absent when missing school for a figure skating competition. Figure Skating is not considered a North Dakota sanctioned sport and is not considered a sport by the Devils Lake School District.

U.S. FIGURE SKATING TESTING

The United States Figure Skating is the governing body for figure skating in the United States. It is responsible for making and enforcing rules for the sport, holding competitions, and official test sessions (NOT Basic Skills testing). The Lake Region Figure Skating Club is a Member Club of U.S. Figure Skating and therefore must abide by its rules and regulations. If a U.S. Figure Skating member would like to order a copy of the rulebook, it can be viewed on their website at www.usfsa.org.

The official U.S. Figure Skating tests are a series of tests to measure the accomplishments of a figure skater in all branches of the sport. They are as follows; Compulsory Figures, Ice Dancing, Free Skating, Moves in the Field, and Pair Skating.

This system of tests is an incentive for the skater to learn and progress from the elementary levels of the Pre-Preliminary tests to the highest level, Gold. It is also a way in which skaters who compete move up to

higher levels at competitions. For a skater to continue to challenge him or herself and skate against others of equal ability, corresponding test must be taken.

These tests are very different from the Skate with Us Basic Skills Tests. For U.S. Figure Skating testing, skaters must often times go out of town to take tests. In recent years, however, the number of these skaters coming out of LRFSC has grown such that we now sponsor our own test session once a year. Judges who have been certified by the U.S. Figure Skating are flown in from other parts of the country to conduct these tests. Each test that is taken is judged as a pass or a retry. A retried test may be retaken after 29 days have passed. Each test level proceeds in difficulty.

All skaters who test must pay U.S. Figure Skating dues of \$60.00 for the first child and \$24.00 for the second child in the family. With this U.S. Figure Skating membership, each skater is given a membership number that is important to keep track of for the purpose of filling out competition and test forms. This number does not change from year to year, but you must update your membership each year. U.S. Figure Skating test sessions are typically held at the Burdick arena every year, depending upon the number of skaters ready to test. Test sessions are also held at various competitions throughout the year. The club coaches and/or Skating Director will decide if a skater is ready to test or not.

THE ENDOWMENT FUND

The Endowment fund was set up to assist the Lake Region Figure Skating Club with the financial support to support a professional instructor for the club. The club receives only the interest from the fund. Therefore, as the fund continues to grow the benefits increase. Because the fund covers only a small amount of the cost of a professional coaching staff, members are also asked to participate in various fundraising activities throughout the season to cover coaching expenses. Club members have the opportunity to contribute to the fund prior to the Ice Show each year. Therefore, you will notice on your "Membership Dues" sheet there is a line for donations. If you donate the minimum amount specified on the Membership Registration Form to the endowment fund, you will be presented with six free passes to the ice show to use for yourself or others. If you choose not to donate to the Endowment fund, you will be expected to purchase tickets for EACH Ice Show production that you attend.

MEMBERSHIP DUES

LRFSC accepts monthly payments for membership dues. Fifty percent of membership dues must be paid by December 1 of each skating season to participate in the Holiday Show. All fees must be paid IN FULL by March 1st in order to participate in the annual ice show. If you would like assistance with payment plans please contact Susan Estenson, Treasurer at 701-662-1760. All registration forms including the liability waiver form must be completed before skaters can take the ice.

EXPECTATIONS

What is expected of me as a member of the Lake Region Figure Skating Club?

- • Stay informed by reading the handbook, newsletter, bulletin board and website (www.lrskating.com)
- • Obey the rules as stated and ensure that children obey the rules as stated
- • Release of liability forms must be signed before skaters can go on the ice
- • Provide the coach(es) with any health issues that they need to be aware of
- • Participate in club activities, i.e., lessons, shows and banquets
- • Take part in fundraising
- • Follow the LRFSC Code of Conduct (included in the registration booklet)
- • **Have fun and love skating!**

CODE OF CONDUCT

The basic purpose of this code is to inform LRFSC skaters and their parents of the standards of behavior, conduct and appearance that they are expected to abide by anytime they are present at a LRFSC activity or representing the club subject to violating circumstances as described below:

Reasonable manners and behavior are expected both on and off the ice. Respect for other people and communities' property is expected of all skaters/club members. Swearing, discourteous language or disrespect is not allowed at any time nor is it to be directed to any individuals. If coaches, rink parents or board members witness any of the following inappropriate behavior of members, the Code of Conduct will be enforced. Inappropriate includes, but is not limited to, swearing, discourteous language or gesture, or disrespect used toward the coaching staff, another skater, or any club members; extreme display of anger; destruction of rink or locker room property; or inappropriate dress or personal appearance as described in the LRFSC Handbook (section: protective gear/dress code).

*Bullying will not be tolerated. Bullying is an act of repeated aggressive behavior in order to intentionally hurt another person, physically or mentally. Bullying is characterized by an individual behaving in a certain way to gain power over another person.

Coaches, Board Directors, rink parents, and skater's parents will be allowed to use their discretion in issuing violations. If a member has displayed problems as defined by this Code of Conduct during any LRFSC skating activity, the following will apply;

1. First Violation – The skater/club member will be talked to privately about the violation and if necessary will be asked to leave the ice/arena. Parents of the skater and the Board of Directors will be notified and the violation will be documented.

2. Second Violation – The skater/club member will be asked to leave the ice/arena. Parents of the skater and the Board of Directors will be notified and the violation will be documented. The skater/club member will be suspended from skating and all LRFSC activities for a period of one week.
3. Third Violation – The skater/club member will be asked to leave the ice/arena. Parents of the skater and the Board of Directors will be notified and the violation will be documented. The skater/club member will be suspended from skating and all LRFSC activities for a period of two weeks. The skater/club member will meet with the Board of Directors to discuss the violations and develop a plan for changed.
4. Any additional violations – The skater/club member will be suspended from all LRFSC activities and will meet with the Board of Directors for the determination of further disciplinary action.

It is the responsibility of all club members to help enforce this Code of Conduct. If a club member should witness a violation, he/she will respond by informing the coach or president of the club that they have observed the violation of the Code of Conduct. Failure to comply with the direction of the individual giving the violation will result in an immediate suspension.

A Lake Region Skating Club Behavior Report will be filled out by the Coach or President of Skating Board or assigned board director. The form will be used for each violation that occurs and for each skater that receives a violation. Club members are encouraged to be positive and supportive in their relationships with their skaters, coaches and board members. A team effort by parents, LRFSC board members, coaches and skaters is needed for skater progress, enjoyment and betterment of the club.

GRIEVANCE POLICY

All coaches and parents are expected to follow the Lake Region Figure Skating Club's 24 hour rule. When a coach/parent has an issue that needs to be discussed, they must agree to wait 24 hours after an event, practice, etc before contacting that coach/parent in person, by phone or by email. This will allow all parties a "cool down" period. This rule does not apply in an emergency situation. If any member has a concern or grievance, we expect the member to abide by the following. However, a member can contact a Board Director at any time for assistance with any concern or grievance. It is recommended that concerns be documented in writing at each of the following stages:

1. Discuss concern with coach.
2. If the grievance is not resolved, the member should then contact the Skating Director. A Behavior Report will be filed at this time.
3. If the grievance is not resolved after meeting with coaches and Skating Director, the Board President should be contacted.

4. If the grievance is still not resolved, the member will meet with the Board of Directors. The decision made by the LRFSC Board of Directors will be final.

SAFESPORT PROGRAM

U.S. Figure Skating strives to provide a safe environment for its members that is free of abuse and harassment. The association will not tolerate or condone any form of harassment or abuse of any of its members including athletes, coaches, officials, directors, employees, parents, volunteers or any other persons while they are participating in or preparing for a figure skating activity or event conducted under the auspices of U.S. Figure Skating. All forms of abuse and harassment are unacceptable and in direct conflict with U.S. Figure Skating rules.

The U.S. Figure Skating SafeSport Program addresses the following types of abuse, harassment and misconduct:

- Sexual abuse and misconduct
- Physical abuse and misconduct
- Emotional abuse and misconduct
- Bullying, threats and harassment
- Hazing
- Willfully tolerating misconduct

The SafeSport Program also includes required training of coaches and select U.S. Figure Skating volunteers, officials and staff members on recognizing abuse and reducing circumstances for potential abuse to occur; information on U.S. Figure Skating's mandatory screening and background check program; the procedures for reporting suspected abuse or misconduct (including protections from any retaliation or repercussions for such reporting and procedures for disciplinary action for failure to appropriately report and for making a false report); the procedures and means by which U.S. Figure Skating and its member clubs and programs should respond to allegations of abuse and misconduct; and how U.S. Figure Skating and its member clubs can implement this program to help ensure its effectiveness. For more information about the SafeSport Program, please go to www.usfsa.org, under clubs, SafeSport Program, for additional information or contact any Board of Director.

Your local SafeSport Chairperson is Jason Hunter. Please see the Board of Directors list on page 4 for his contact information.