



Skater Handbook

Answers to common questions, club information, and so much more!

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Registration, Commitment and Costs

How do I register my skater?

Registration is completed through our website, www.inletskatingclub.com

How many sessions should my skater register for?

Minimum session requirements differ by level. Please see following table:

Skate Academy	1-2 days
Junior	2-3 days
Intermediate A/B	4-5 days
Senior	5+ days

How much does it cost?

Registration fees vary per season and are visible on the registration website. These fees will cover Skate Canada membership and insurance, ice costs and room rentals, as well as off ice classes and development classes. Skaters will also receive private/semi-private lessons which are billed individually by our team of coaches. This cost can vary, however Parent(s)/Guardian(s) should generally anticipate 1-2 lessons per session. If you have a budget you'd like to work within, please talk to your contact coach.

Within costs, it is also important to note the incidentals that may come up through out the year. Skaters are required to have appropriate skates (more on this later!), mats, jump ropes, hard and soft guards, regular sharpenings (more on this later!), and proper attire. Additional fees that may come up through out the year include music editing, choreography for new solos (1-2x per year), skating tests, competition attire and competition registration fees.

Session Layout, Coaching, Private Lessons and Invoicing

How are Junior, Intermediate A/B and Senior sessions different from Skating Academy?

In Junior and beyond, skaters will begin their individual skating journeys. They will learn jumps, spins, and a variety turns. They will learn, master and take formal skating tests in multiple skating disciplines (more on this later!), have their own solos, and be invited to competitions through out the season. Unlike previous sessions, they will have set time to practice independently. Off ice classes will be more intense, focusing on jump development, flexibility and conditioning. Sessions will generally consist of a 30-60 minute off ice class, 15-30 minutes of group development classes focusing on skating skills, turns, and ice dance, and 45-60 minutes of free skate where skaters will get their private/semi-private lessons and independent practice time. All skaters will be assigned a contact coach at the beginning of each season who will communicate with you directly and answer any questions you may have. Once this coach has been assigned, all questions and inquiries should be directed through that coach whenever possible.

How much coaching will my skater get? How are lessons planned?

Aside from the off ice and development classes included in registration fees, skaters will generally receive 1-2 private or semi-private lessons per skating day. Many of our skaters add on extra open sessions, which adds more individually focused lesson time. Lessons are scheduled by our full time coaches once or twice per season. Skaters are grouped by ability, age and learning style and will work with multiple members of our coaching team.

How does invoicing for private lessons work?

Coaches will invoice skaters for lessons given at the end of every month. These invoices will be sent by email. Parent(s)/Guardian(s) should make sure to check their junk mail around this time until all coaches emails are marked "safe", as sometimes our invoices end up in junk mail. All coaches are self-employed contractors with the club, so you will see variation between coaching fees and policy. Generally invoices should be paid within 7-14 days. Check your invoices carefully to avoid overdue payments and late fees. Skaters may be invoiced for missed lessons if 24 hours notice was not given. Coaches accept payment by e-transfer (preferred), cash, or cheque.

Facility Information

Where does the Inlet Skating Club of Port Moody skate?

Our club skates primarily out of the Port Moody Recreation Complex. During Fall/Winter season, we will be utilizing Rink 1 and 2 as noted on our schedule. Rink 1 is the first older arena immediately to the right upon entering by the playground. Rink 2 is further back, down the ramp and straight through the doors. Our music room (storage) and coaches room are both in Rink 1. In the spring, sessions that are held at the Port Moody Complex are moved to the smaller Curling Rink. The curling rink can be found down the ramp and to the left behind Waves Coffee. Off ice classes are generally held upstairs in the party room, or in the upstairs lobby.

The address is:

Port Moody Recreation Complex
300 Ioco Rd
Port Moody, BC
V3H 2V7

During the spring and summer sessions, we also run programming at Planet Ice in Coquitlam. Skaters should take advantage of ice time at Planet Ice whenever possible as the curling arena is not full size. Moving forwards, skaters competing during the spring session MUST be registered and skate 1 day a week at Planet Ice to ensure they have the opportunity to practice their program on a full size arena. Planet Ice is a large facility, with 4 arenas. Upon entering, there is a tv suspended from the ceiling that will tell skaters what ice surface they will be using that day. Off Ice classes at Planet Ice are run either in the lobby, an arena, or in nice weather, outdoors in the back area of the buildings property.

The address is:

Planet Ice Coquitlam
2300 Rocket Way
Coquitlam, BC
V3K 6Z2

Competitions, seminars, test days and other special events may be held at alternative locations.

Skates, Sharpening, and Other Equipment

What kind of skates does my skater need? Where do I buy them?

Skaters need figure skates bought from a figure skating store. We are lucky to have two skating stores within a reasonable driving distance - Skater's Edge, which is on Schoolhouse in Coquitlam near Lougheed Highway, and Cyclone Taylor in Vancouver. Skates at this level will usually cost \$250-\$300. There are many skate brands and different stiffness of skates within those brands, and it can be quite confusing. At this level, the Jackson Artiste or Freestyle skate, or another brands equivalent is recommended. It is necessary that skaters are properly sized by a skate tech at one of these stores. Skate sizes are not equivalent to shoe sizes, and improperly fitting skates will cause delayed development, foot pain and increase a skater's injury risk. If you are buying used equipment, it is strongly recommended that a skater is professionally sized first and that you have a coach verify the quality and condition of skates prior to purchase. If you are unsure off the appropriateness of your child's skates, please direct your questions to your contact coach. Always check in with your contact coach prior to purchasing new skates or competition dresses.

How often do skates need sharpening? Where should they be sharpened?

Skates should be sharpened as needed. Generally, every 6-8 weeks, although skater preference, blade care, and guard usage will affect how often they need done. Skates should never be sharpened closer than two weeks before a competition or test day - If you will be approaching skate sharpening being due in that window, skates should be sharpened early at the two week mark. Skates MUST be sharpened at one of the two skating stores, OR via Brad's Bladeworks Co. Other sport stores, (e.g., Sport Chek) do not have the necessary knowledge to maintain the rocker and blade curvature on figure skates. Sharpenings done at other sport stores can leave blades unbalanced, and risk severe damage to the blade which sometimes requires full blade replacement to fix. In the future, we may even have a mobile sharpener and mounter coming to the club!

What kind of care do figure skates need?

Skate care can be simple! Skate blades should be properly dried with a towel or other absorbent fabric, and then blades covered with SOFT guards when not in use. Skates should be kept indoors, and should avoid exposure to extreme temperatures. Heat in particular can remold skates, and will quicken the break down of skates and hasten the need for replacements. Skates ideally should be removed from the bag, soft guards removed and left to air and dry fully. Skates can be gently wiped down to remove dirt as needed. Damage to skates from blades while skating is normal and expected. If you'd like to take steps to better protect your skates, talk to your skate tech!

What else does my skater need?

Skaters in Junior and above need a few more items than in previous levels and will need more in the future.

Immediately, skaters will need:

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|---|------------------------|-----------------------------|---------------------------|
| -yoga mat | -water bottle | -skipping rope | -running shoes |
| -appropriate skating practice attire | | -soft soaker guards | -hard guards |
| -small, thin gloves | -small, healthy snacks | -bag for skates/other items | -extra laces in skate bag |
| -clothes for off ice (can wear skating clothes, alternatively work out/gym wear that is weather appropriate (e.g. shorts/tank tops in summer) | | | |

In the near future, skaters will need:

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|--------------------------------|--|
| -competition/performance dress | -club jacket or similar for competition on ice warm up |
| -skating tights | |

Possible items that may be needed/wanted at some point moving forward depending on external factors:

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|---|------------------------------|------------------------------|
| -bunga/gel pads or similar for inside skates to help with blisters and/or pain | -bandaids | |
| -extra skating practice attire | -crash pads/shorts | -extra gloves |
| -bag with essentials for during practice sessions and competitions (tissues, water, USB with music, extra gloves, etc.) | | |
| -thermal skating practice pants/clothing | -thin, dedicated skate socks | -notebook for training notes |
| -extra laces | | |

Safety and Injury Prevention/Mitigation

How common are serious injuries in youth figure skating?

While we do all we can to negate injury risk, skaters can expect to fall often, sustain bruises, and potentially have sore muscles from training. Serious injuries are not a frequent occurrence but can and do sometimes happen. Figure skating is a high impact sport that requires an elevated level of fitness, strength and flexibility to learn safely. Many skaters will regularly seek physiotherapy as a preventative and early treatment option at more advanced levels.

What is being done at the club level to prevent and/or mitigate serious injury?

Safety for our athletes is always a major consideration. Ice surfaces, rooms, and equipment provided by the club are maintained and checked over daily. Our programming has been designed to ensure skaters have the strength, flexibility, coordination, balance and knowledge needed to perform the skills they are learning. Skaters are taught warm up exercises that are encouraged to be done prior to all on-ice sessions, especially as skaters advance through the levels, as well as stretches and cool down routines for afterwards. Skaters are also taught how to fall correctly, and practice these exercises periodically through out the year. All our coaches are First Aid certified, have clean, up-to-date background checks, participate in SafeSport training and complete ethics training as required by Skate Canada. Skate Canada's Helmet Policy and Concussion Protocol are enforced when applicable.

What can I do to help my skater be safe, supported, and injury free?

It is important skaters attend all classes, especially off ice classes, as the training in these classes is imperative to preventing injuries. Equipment should be kept in good condition, and should always fit. **Skates that are too large, too small or broken down will affect your skater's development and safety.** Please make sure skates are always properly sized by an experienced skate technician and blades are kept sharpened by one of our three options listed in skate care.

As Parent(s)/Guardian(s), it can be difficult at times to know what the best decision is. If you are unsure if your skater should be returning to sport following an incident or injury, please speak directly to a medical professional and your contact coach. If we recommend having an injury checked by a medical professional, please do so ASAP. Some injuries, such as concussions and fractures, can not be properly evaluated without use of medical tests and professionals and may initially present without concerning symptoms. If you have been advised to seek medical attention by a coach, please do so promptly. Your skater will be expected to be cleared by a medical professional prior to returning to sport activity if we have recommended evaluation by a medical professional.

Skater Etiquette and Expectations

General

1. Skaters should be on time for all classes, and where applicable should arrive ~30 minutes before to warm up. If a skater is late for a session, we ask they remain off the ice/outside of the classroom until invited in by the supervising coach. This ensures skaters are not disrupting a class, and are entering the activity at a safe time for all involved.
2. Skaters are expected to have all required equipment for every session. Skaters missing certain items (e.g. appropriate foot wear) may not be safe to participate in training and may be asked to stretch and sit to the side or otherwise miss out on activities.
3. Skaters are expected to be respectful, kind and sportsmanlike towards other skaters, coaches, board members, and their Parent(s)/Guardian(s) while at the arena. Disrespect, bullying and other inappropriate behaviour will not be tolerated.
4. If a skater is feeling unwell, they should not attend skating. If skaters are exhibiting mild symptoms of possible illness (slightly sore/scratchy throat, slight runny nose, mild cough, etc.) and will be attending skating, please wear a mask as a courtesy to skaters, parents/guardians, coaches and other user groups.
5. Skaters should read and follow the Skate Canada Code of Ethics.

On Ice

1. Skaters may not step onto the ice surface until a coach is present.
2. Skaters should know and follow "right of way" rules. The right of way is decided as follows:
 1. Skater running their program with music on has priority.
 2. Skater(s) in lessons with a coach.
 3. Skaters practicing independently.All skaters, regardless of right of way, should be watching for others at all times.
3. Skaters should be prepared for session. Make sure you've brought necessary items (i.e. water bottles) to the boards, and that skates are tied comfortably. Food should be finished and gum disposed of prior to stepping on the ice surface.
4. Skaters should make use of the session to the best of their abilities. Ice time is not the time to be socializing. Skaters are asked to please save their conversations for outside of ice time. Water breaks should be quick.
5. Skaters should avoid interrupting coaches teaching lessons to other skaters whenever possible.
6. Outside of their program, skaters should practice jumps around the outside of the ice surface, and spins in the middle.

Parent/Guardian Etiquette and Expectations

1. Parents/Guardians should conduct themselves in a respectful and mature manner at all times. Rudeness, abuse and similar negative behaviour is not acceptable and will not be tolerated.
2. Parents/Guardians should always talk about skating and the coaches in a positive, supportive manner. Skaters are influenced by their Parents/Guardians, and your attitude can negatively (or positively!) affect the coach-skater working relationship. Any questions, concerns or comments should be directed to the skater's contact coach.
3. Parents/Guardians should refrain from coaching their skaters. This applies at all times - on or off the ice, and regardless of location. Parents/Guardians may never coach their skaters from the boards. Parents/Guardians may be asked to leave the practice session if coaching from the boards is persistent.
4. Parents/Guardians should comment only on their own skaters development, and especially avoid comparing one skater to another. Skaters will learn, develop and perfect skills at their own rate. Again, please direct any concerns to your contact coach.
5. Coaches should be contacted by email whenever possible. Texts should be reserved for emergencies, absences (if email access isn't available for the Parent/Guardian), and at competitions if needed. Phone calls, if necessary, should be arranged by email. Email responses will not be immediate - please wait a minimum of 48 hours before contacting again, except in the case of a looming deadline. Emails sent on weekends will not be addressed until the following business day.
6. We recommend Parents/Guardians choose ~1 day of the week to watch their skaters whenever possible. Skaters have a lot of eyes on them while practicing. We find that many skaters feel freer to try new skills and express themselves more artistically with less of a focused audience. While spectating, it is expected that parents will not talk to, distract, or otherwise interact with skaters (emergencies excepted).
7. Skaters may not train anywhere other than Inlet Skating Club unless approved and arranged with a coach. This is a Parent/Guardian responsibility.
8. If Parents/Guardians are recommended to seek medical attention for their skater, it is expected that Parents/Guardians arrange this promptly. Skaters must be cleared by a medical professional before returning to sport if recommended to seek medical attention. Parents should also familiarize themselves with the Skate Canada Concussion Protocol, as all members of Skate Canada are expected to follow this protocol when dealing with head injuries. Also available is the Skate Canada Concussion Tool, which is a free, downloadable app that can be used both to assess and to track signs and symptoms.
9. Parents/Guardians are responsible for paying invoices and handling registrations, both for practices and competitions. Please make sure registrations happen before deadlines, and that coaching invoices are paid in full by their due dates. Failure to pay coaching invoices may result in a late fee, as well as cancellation of private lessons by all coaches until all outstanding invoices are paid in full.
10. Recording skaters during practice sessions is not encouraged. If you do take a video, please keep it short, and videos must be of your skater only. Parents are not to record skaters that are not their own.
11. If you are feeling unwell, please wear a mask as a courtesy to skaters, parents/guardians, coaches and other user groups.
12. Parents/Guardians should read and follow Skate Canada's Code of Ethics.

Volunteer Requirements

Volunteers are needed to run all our fantastic events. Without volunteers like you, these events would be impossible.

This year, we are shifting our volunteer requirements to a tiered system:

Skating Academy	\$100 fee upon registration, minimum 5 hour volunteer time to receive money credited back.
Junior, Intermediate B, Intermediate A, Senior	\$250 fee upon registration, minimum 10 hour volunteer time to receive money credited back.

Families will only pay one fee in the tier of their highest registered skater, regardless of number of skaters. All credits for volunteer work will be done following the spring season.

There are over 200 volunteer positions with over 550 hours available. Volunteer positions can be viewed and selected via your uplifter profile by signing into your account and selecting 'add volunteer position'.

These positions may be accessed through out the skating season.

StarSkate Assessment Levels Overview

In our sport, skaters will take skating tests periodically through out their careers. There are 4 test disciplines that can be worked through.

These disciplines are:

FreeSkate, which is composed of 2 test pathways; jump and spin elements, and a program component. The Element pathway consists of levels Star 1-10, and the Program pathway consists of levels Star 2-10 plus Gold

Skills, which includes turns, stroking and field movements consists of level Star 1-10 plus Gold.

Dance, which includes both dance elements and pattern dances combined, is a little different. Its levels are as follows:

1. Star 1 Dance Elements
2. Star 2a Dutch Waltz
3. Star 2b Canasta Tango
4. Star 3a Baby Blues
5. Star 3b Dance Elements
6. Star 4a Swing
7. Star 4b Fiesta Tango
8. Star 5a Willow Waltz
9. Star 5b Dance Elements
10. Star 6a Ten Fox
11. Star 6b European
12. Star 6c Fourteenstep
13. Star 7a Foxtrot
14. Star 7b Tango
15. Star 7c American Waltz
16. Star 8a Killian
17. Star 8b Rocker
18. Star 8c Starlight Waltz
19. Star 9a Paso Doble
20. Star 9b Blues
21. Star 9c Silver Samba
22. Star 10a Cha Cha Congelato
23. Star 10B Westminster Waltz
24. Star 10C Quickstep
25. Gold A Viennese
26. Gold B Argentine Tango
27. Gold C Gold Rhythm Dance

Artistic, which consists of programs separate from free skate programs that are choreographed in a way that encourages expression and interpretation of music. There are 4 Artistic tests; Star 5, Star 7, Star 9, and Gold.

Test days will be scheduled periodically through out the year. If your skater is ready to try a test, instructions will be emailed to you prior to test date to register and pay for the tests.

Achieving Gold tests is a huge accomplishment in skating. Skaters who achieve multiple Gold tests may be eligible for post secondary scholarships through the section as well as club and section level recognition.

Competitions

Competitions happen through out the year and are hosted by the provincial section. A listing of all events is available on the section website (www.skatinginbc.com) - simply click on the menu, then events, then upcoming events. Competitions can be held nearby or further away - make sure you check before registering.

Skaters will be invited to participate in competitions when they are ready. Skaters will need to have progressed to the point of having their own solo before entering a competition, (*end of year in house competition is the exception.*). Entry registration information and instructions will be sent out by coaches when it is available for eligible skaters. Please be aware deadlines as they are very rarely negotiable, and if they are, generally come with a very large late charge. Coaches and club have no control over registration, scheduling during the competition, late entries, and so on. Parents should make sure skaters are available for all of the competition dates before registering.

Once skaters are registered, it can take awhile for entry lists, grouping lists, and schedules to all come out. During the week prior to competition you will receive an email from the coach who will be with your skater at competition, (note: coaches do charge for competitions), but this can come quite late. Skaters/parents are expected to stay on top of their own schedules as well, and to double check everything.

To check schedules/entries for an event:

Head to the section website : www.skatinginbc.com

Select the menu on the top right, click "Events", then select All Events

You will be presented with a list of this seasons events, current future and past. Locate and select the competition that you are looking for information about.

This will take you to the same page that you visited to register for the competition. This page (hopefully!) will have new links available, if they have been posted and are available. You'll see a link to skater entries, skater flight list, and the weekend schedule. During/following the competition, you will also be able to access results from this page for Star 4 and up.

Open the Skater/Entry list, and find your skater. If it's been assigned, beside their name on that list will be their event and their flight or group number. If both of these have been posted, go back and open the competition schedule. Now you can find your skaters event, flight and start time.

Remember skaters need to be at a competition, checked in, dressed with hair done but skates off, in proper running shoes at least an hour before their start time. They should have their music USB, or speak to coach Heather at least 2 weeks prior for a replacement.

Skaters only need to be at a competition for their event, although many skaters like to stay, come early, or even attend on other days to watch and support their friends and teammates.

Skaters should come to a competition with all the same items as a usual session with the addition of:

- Club Jacket
- extra tights
- street clothes to change into
- black mini gloves
- music USB

Yearly Events

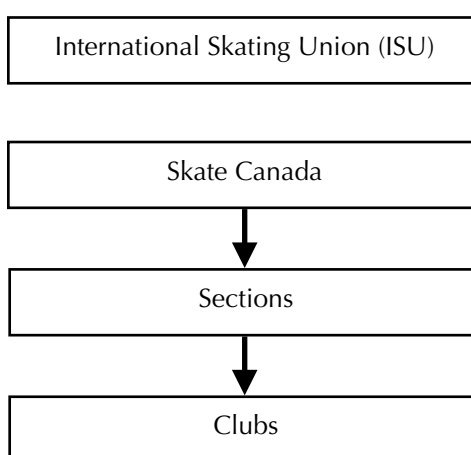
Aside from competitions and test days, our club offers a few special yearly events to take note of.

December - Ice Show & Holiday Family Skate
June - Banquet
June - In-House StarSkate Competition

Figure Skating Organizations

The International Skating Union oversees figure skating worldwide and is responsible for our competitive program requirements.

Skate Canada is the national organization overseeing figure skating in Canada. Each section of Skate Canada is responsible for its own events, development opportunities and members. Clubs within those sections are sanctioned by Skate Canada.



Skate Canada Membership Site

All skaters at our club are members of Skate Canada. Skate Canada offers many resources on their website, including test records access. All skaters should make sure they have access to their Skate Canada account. First, they need to get their Skate Canada membership number.

How to find your skater's Skate Canada membership number:

1. Go to the Inlet SC registration website (uplifter), and log in on the main page.
2. At the top right of the page. There is a drop down menu beside your name. Highlight that, and then click "My Account".
3. On the "My Account" page, there is an icon button labeled "Participants".
4. On the "Participants" page, you should be able to see each skaters unique SC number.

How to log in to Skate Canada (if you know your Skate Canada number):

1. Go to members.skatecanada.com
2. If you have logged in before, click "log in" at the top right and enter your SC number and password. If you have not logged in previously, you will still click the "log in", but then will follow the "request an invitation code" and follow those instructions first. Make sure you enter your skaters name and birthdate exactly as it is entered in Uplifter.
3. Once logged in, Click "My Profile", located immediately below the Skate Canada Logo.
4. A list of links will appear. Click "My Achievements" to see your skaters test records.

Other Resources

Skate Canada - www.skatecanada.ca
LTD (Star and Podium Pathways - ltd.skatecanada.ca. ***MUST HAVE SKATE CANADA LOG IN**
BC/YT Section - www.skatinginbc.com
BC Coast Region - www.skatebccoast.com
Inlet SC of Port Moody - www.inletskatingclub.com