



# Reading FSC Membership Forms

May 21, 2022

Dear Members and New Members:

Thank you for your interest in joining the Reading FSC (“RFSC” or “Club”). RFSC is a member club of the U.S. Figure Skating Association. Annual Club membership runs from July 1 - June 30 each year. Membership is open to individuals who are figure skaters as well as those interested in supporting the development and growth of figure skating at a local level.

The RFSC’s mission is to provide opportunities for our members to work toward and achieve their figure skating goals. Unlike many figure skating clubs, the RFSC is financially responsible for providing ice time for training, practice, and events. The RFSC does this by creating a freestyle schedule and purchasing ice time from Body Zone Sports & Wellness, developing and managing hourly freestyle skating rates, monitoring & collecting payments during our sessions, making regular bank deposits, selling punch cards, running events, and various other endeavors. For many clubs, much of this work is done by the rink/ice facility. For the RFSC, these significant day-to-day operations are completed entirely through the volunteerism of our members who are committed to our mission. Without our volunteers, there would be no local ice time and opportunities for figure skating. Our membership categories are designed to provide a path for new and existing members who are committed to figure skating and/or committed to volunteering. For general supporters of figure skating, there is a Club Supporter & Social membership that provides an opportunity to volunteer, voting rights at the RFSC annual meeting, and access to Club social events.

On the next few pages you will find details related to each membership category and corresponding benefits and fees. Also included is a copy of the Club’s Ice & Safety Rules and descriptions of our volunteer opportunities. Although all membership applications (except professional categories) are required to be completed online at [www.entryeeze.com](http://www.entryeeze.com), a paper/hard copy sign-off on the Ice & Safety Rules is required by all members and skaters (age 13 and over) and the completed copy may be returned to an ice monitor or a Board Member. **The entryeeze site will be open for applications & renewals on 5/23/22.**

Thank You,

2022-2023 Reading FSC Club Officers

# Reading Figure Skating Club

## Membership Categories, Benefits & Fees

The membership categories and corresponding benefits & fees are listed below. Please keep in mind that payment of Membership Dues, completion and compliance of your membership application, waivers, Code of Conduct, Ice & Safety rules are required to remain a Member in Good Standing and eligible for receipt of club benefits and participation in Club & USFSA events (such as test sessions, competitions, and Exhibitions). All Applications (except Professional / Affiliate Professional) must be submitted online at [www.entryeeze.com](http://www.entryeeze.com). Please search for the Reading Figure Skating Club to register or renew your membership. You may contact us at [readingfsc@gmail.com](mailto:readingfsc@gmail.com) if you need assistance with your login information.

### Membership Category #1

#### Junior Skating / Introductory Junior Skating ("Junior")

This membership is for junior figure skaters (under the age of 18) and a parent/guardian. Both the parent and the junior will receive full USFSA Membership. Additional family members (junior and adult) who reside at the same address may be added to this membership category. The introductory membership option is available for first-time full USFSA membership.

#### **Junior Membership Benefits**

- Two full USFSA Memberships & subscription to Skating Magazine
- Adult Member has voting rights at the Reading FSC Annual Meeting
- Discounted member rate for freestyle sessions for junior, adult, and additional family members.
- Participation in Club Social Events
- Eligible participation in Club Exhibitions
- One free test session per year at BZ (not transferable to future club years)
- Eligible to purchase club embroidery
- Eligible to attend all freestyle sessions (Home Club Freestyle, Home/Affiliate Freestyle, Open Freestyle)
- Members can test at Red Rose, White Rose, Hershey, and Central PA without having to pay non-member test fees

#### **Junior Membership Dues**

Both an Application fee and a Punch Card Purchase Requirement are required to maintain a Membership in Good Standing Status and eligibility to participate in and receive USFSA & Club events/benefits.

**Applications received after June 30<sup>th</sup> will incur a \$5.00 late fee assessed by USFSA. Membership fees & punch card purchase requirements will not be prorated for members who join late in the year.**

Application Fee (due upon submission of membership application)

- Junior/Parent membership fee- \$105 (Add \$24 for each additional family member)
- Introductory Junior/Parent membership fee - \$85 (add \$24 for each additional family member)

Punch Card Purchase Requirement/Annual Skating Commitment\*

- Junior & Introductory Junior families must purchase a minimum of eight 10-hour punch cards during the club year.
  - 1 punch card must be purchased with membership application
  - 2 additional punch cards must be purchased between July 1 - October 15,
  - 2 additional punch cards (for a total of 5) must be purchased by December 15
  - 3 additional punch cards (for a total of 8) must be purchased by March 15.

\*Purchases may be made sooner than the schedule above, but purchases are not transferable to future club year requirements.

\*Purchase of two 5-hour cards will be counted as 1 10-hour card for the purposes of meeting the punch card purchase requirement.

\*Punch card purchase requirement does not increase when additional family members are added to account.

## Membership Category #2 Adult/Introductory Adult Skating ("Adult" )

This membership is for adult skaters (age 18 and older) who wish to have skating privileges. Additional adult family members who reside at the same address may be added to this membership category. This member has the privilege of attending and voting at the RFSC Annual Meeting. Junior family members may not be added to this category. The introductory membership option is available for first-time full USFSA membership.

### **Adult Membership Benefit**

- Full USFSA Membership & subscription to Skating Magazine
- Voting rights at the Reading FSC Annual Meeting
- Discounted member rate for freestyle sessions
- Participation in Club Social Events
- Eligible Participation in Club Exhibitions
- One free test session per year at BZ (not transferable to future club years)
- Eligible to purchase club embroidery
- Eligible to attend all freestyle sessions (Home Club Freestyle, Home/Affiliate Freestyle, Open Freestyle)
- Members can test at Red Rose, White Rose, Hershey, and Central PA without having to pay non-member test fees

### **Adult Membership Dues**

Both an Application Fee and a Punch Card Purchase Requirement are required to maintain a Membership in Good Standing Status and eligibility to participate in and receive USFSA & Club events/benefits.

**Applications received after June 30<sup>th</sup> will incur a \$5.00 late fee assessed by USFSA. Membership fees & punch card purchase requirements will not be prorated for members who join late in the year.**

#### Application Fee

Adult Membership fee due with application- \$80 (Add \$24 for each additional family member)

Introductory Adult Membership fee Due with Application - \$60 (add \$24 for each additional family member)

#### Minimum annual punch card purchase requirement/Annual Skating Commitment\*

- Adult & Introductory Adult families must purchase a minimum of eight 5-hour punch cards during the club year.
  - 1 punch card must be purchased with membership application
  - 2 additional punch cards must be purchased by October 15,
  - 2 additional punch cards (for a total of 5) must be purchased by December 15
  - 3 additional punch cards (for a total of 8) must be purchased by March 15.

\*Purchases may be made sooner than the schedule above, but purchases are not transferable to future club year requirements.

\*Purchase of one 10-hour card will be counted as two 5-hour cards for the purposes of meeting the annual purchase requirement.

\*Punch card purchase requirement does not increase when additional family members are added to account.

## **Membership Category #3**

### **Board/Chair**

This membership is for adults who serve on the RFSC Board as an officer (President, Vice President, Secretary, Treasurer) or Chair (SafeSkate, Membership, Event/Exhibition, Test, and Fundraising). Additional family members (junior and adult) who reside at the same address may be added to this membership category. Board/Chair members must fulfill their position responsibilities to remain a Member in Good Standing and eligibility to participate in and receive USFSA/Club events & benefits.

#### **Board/Chair Membership Benefits**

- Full USFSA Membership & subscription to Skating Magazine
- Voting rights (For Board member and additional adult family members) at the Reading FSC Annual Meeting
- Additional Adult/Junior Family members may be added
- Discounted member rate for freestyle sessions
- Participation in Club Social Events
- Eligible Participation in Club Exhibitions
- One free test session per year at BZ (not transferable to future club years)
- Eligible to purchase club embroidery
- Eligible to attend all freestyle sessions (Home Club Freestyle, Home/Affiliate Freestyle, Open Freestyle)
- Members can test at Red Rose, White Rose, Hershey, and Central PA without having to pay non-member test fees

#### **Board/Chair Membership Dues**

Board/Chair Membership fee due with application- \$65 (Add \$24 for each additional family member).

## **Membership Category #4**

### **Collegiate**

This membership is for **currently enrolled college students**. This membership is good for 4 years and can only be purchased one time. Proof of full-time student status is required. If 18 years of age or older, this member has the privilege of attending and voting at the RFSC Annual Meeting.

#### **Collegiate Membership Benefits**

- Full USFSA Membership & subscription to Skating Magazine
- Voting rights at the Reading FSC Annual Meeting
- Discounted member rate for freestyle sessions
- Participation in Club Social Events
- Eligible Participation in Club Exhibitions
- One free test session per year at BZ (not transferable to future club years)
- Eligible to purchase club embroidery
- Eligible to attend all freestyle sessions (Home Club Freestyle, Home/Affiliate Freestyle, Open Freestyle)
- Members can test at Red Rose, White Rose, Hershey, and Central PA without having to pay non-member test fees

#### **Collegiate Membership Dues**

Collegiate Membership fee due with Application- \$150.

**Applications received after June 30<sup>th</sup> will incur a \$5.00 late fee assessed by USFSA. Membership Dues will not be prorated for members who join late in the year.**

## **Membership Category #5** **Affiliate Skating (“Affiliate” or “Affiliate Family”)**

This membership is for skaters who are currently members of another USFS recognized figure skating club and would like to gain access to RFSC freestyle and social events. Additional family members (junior or adult) who reside at the same address may be added to this membership category.

### **Affiliate Membership Benefits**

- Additional Adult/Junior Family members may be added
- Discounted member rate for freestyle sessions
- Participation in Club Social Events
- Eligible to attend Home/Affiliate Freestyle and Open Freestyle

### **Affiliate Membership Dues**

Affiliate Skating Membership fee due with application- \$50 (Add \$15 for each additional family member).

Punch Card Purchase Requirement/Annual Skating Commitment\*

- Affiliate families must purchase a minimum of 1 five-hour punch card with membership application

## **Membership Category #6** **Club Supporter & Social Member**

For adults (age 18 and older) who are interested in supporting the club and being involved with figure skating in non-skating ways such as volunteering or serving as a USFS official. This member has the privilege of attending and voting at the RFSC Annual Meeting and participating in Club’s social events. Club Supporter & Social members who wish to skate from time-to-time may attend Open Freestyle sessions and will pay the guest freestyle rate.

### **Club Supporter & Social Membership Benefits**

- Full USFSA Membership & voting rights at the RFSC Annual Meeting
- Participation in Club Social Events
- Eligible to purchase club embroidery

### **Club Supporter & Social Member Dues**

Club Supporter & Social Membership fee due with application- \$65 (Add \$24 for each additional family member).

**Applications received after June 30<sup>th</sup> will incur a \$5.00 late fee assessed by USFSA. Membership Dues will not be prorated for members who join late in the year.**

## **Membership Category #7** **RFSC Professional Skating Coach (“Club Coach”)**

This membership is for professional skating instructors. This member has the privilege of attending and voting at the RFSC Annual Meeting. Additional family members (junior and adult) who reside at the same address may be added to this membership category. Coaches must provide all required USFS clearances & documents to Reading FSC after submitting membership.

### **Club Coach Benefits**

- Biography and credentials posted on Club’s website
- Full USFSA Membership & subscription to Skating Magazine
- Voting rights at the Reading FSC Annual Meeting
- Additional Adult/Junior Family members may be added
- Discounted member rate for freestyle sessions
- Participation in Club Social Events
- Eligible Participation in Club Exhibitions
- Eligible to purchase club embroidery
- Eligible to attend all freestyle sessions (Home Club Freestyle, Home/Affiliate Freestyle, Open Freestyle)
- Eligible to test at Red Rose, White Rose, Hershey, and Central PA without having to pay non-member test fees
- One free test session per year at BZ (not transferable to future club years)

### **Club Coach Membership Dues**

Professional Skating Coach Membership fee due with application- \$100 (Add \$24 for each additional family member).

**Applications received after June 30<sup>th</sup> will incur a \$5.00 late fee assessed by USFSA. Membership Dues will not be prorated for members who join late in the year.**

## **Membership Category #8** **Affiliate Professional Skating Coach (“Affiliate Coach”)**

These skating instructors can’t vote at the annual meeting but can have their credentials listed on the Reading Figure Skating website or any other materials that publicize their skill sets. Coaches must provide all required USFS clearances & documents to Reading FSC after submitting membership.

### **Affiliate Coach Benefits**

- Eligible for bio & credentials to be listed on Club’s website

### **Affiliate Coach Membership Dues**

Affiliate Professional Membership fee with application- \$50.

**Applications received after June 30<sup>th</sup> will incur a \$5.00 late fee assessed by USFSA. Membership Dues will not be prorated for members who join late in the year.**



## Reading Figure Skating Club

### Volunteer Position Descriptions

#### Club Officers

##### **President**

The President oversees all club operations, develops strategies for managing costs, setting ice schedules & rates, and growth. Provides direction and collaborates with other Board Members to develop goals & objectives to provide figure skating opportunities for club members. The President has voting rights and is the tie-breaking vote at Board meetings.

- Schedule & Purchase ice time from Body Zone for freestyle and other club events.
- Review freestyle logs, track freestyle revenue & expenses
  - Analyze attendance, develop strategy for balancing skaters needs and costs.
- Provide guidance and direction to members (Board, volunteer, skaters, etc.).
- Update website calendar for freestyle schedule, Aspire, and events.
- Review & approve monthly Body Zone invoice for accuracy.
- Sell club punch cards while at the rink
- Attend & Lead Board Meetings

##### **Vice President**

The Vice President is responsible for overseeing the monitoring of the club's freestyle sessions, soliciting volunteers to grow in the monitoring program. The Vice President attends and has voting rights at Board meetings. The primary day to day responsibilities are listed below:

- Distribute monthly sign-up sheet to monitor group
- Find coverage for all freestyle sessions (in advance and real-time as backups are needed).
- Maintain supplies in the monitor folder
  - Envelopes, monitor sheets, Aspire attendance
- Archive photos of monitor logs in club drive (photos will be texted by monitors each session)
- Reconcile monthly hours volunteered per monitor
- Print monthly monitor certificates
- Attend Board Meetings. Lead meetings when the President is absent.

## **Treasurer**

The Treasurer is responsible for managing the Club's finances, payments for freestyle events, exhibitions, Aspire classes, and other events. The Treasurer attends and has voting rights at Board meetings.

- Manage freestyle payment envelopes
  - Reconcile payments received in the monitor envelopes to the monitor logs
  - Make weekly/biweekly deposits of freestyle and other revenue in club bank account
  - Track payments received for other club events & activities
  - Reconcile bank statements and Club financial records each month
  - Track punch card sales
- Pay club invoices
  - Monthly Body Zone invoice
  - Aspire Coaches payments
  - Review & Reimbursement of expenses
  - Other payments as incurred during the normal course of business
- Sell club punch cards while at the rink
- Attend Board meetings

## **Secretary**

- Keep minutes during Club & Board Meetings
- Develop surveys for soliciting information about club events & initiatives
- Lead nomination & election process
- Attend Board Meetings & has voting rights



## **Chair Positions**

### **SkateSafe Compliance Chair**

The primary role of the Club SkateSafe Compliance Chair is to oversee compliance with U.S. Figure Skating's SkateSafe policies within their local club. The Chair will serve as the club liaison to U.S. Figure Skating's SkateSafe team, serving as the club's primary SafeSkate contact for USFSA, and will work within their local club to facilitate implementation of all applicable aspects of the SkateSafe Program. The SafeSkate Chair attends and has voting rights at Board meetings. This chair position is required by USFSA in order for a figure skating club to be considered 'active'.

#### Compliance

- Oversee the drafting and implementation of club policies and best practices based upon the minimum requirements and recommendations of U.S. Figure Skating's SkateSafe program.
- Communicate compliance requirements to Participants and volunteers within the club as outlined in U.S. Figure Skating's SkateSafe Program Handbook and Rulebook (i.e., Coach, Athlete, Official, etc. – compliance requirements vary depending on the individual's role).
- Verify all club Participants and required volunteers participating in club and U.S. Figure Skating-sanctioned events and activities are compliant per U.S. Figure Skating rules and policies.

#### Auditing

- Routinely audit club compliance by using the Full Compliance Report located in the SkateSafe Compliance section of Members Only.
- Participate in SkateSafe education workshops/webinars as provided by the U.S. Figure Skating, collect, and share information with club members and parents about the SkateSafe program and disseminate information to them on best practices.

#### Conflict Resolution Management

- Understand the SkateSafe and U.S. Center for SafeSport complaint reporting structure and applicable mandatory reporting requirements in order to appropriately respond to allegations of abuse and misconduct.
- Promote conflict resolution at the club level to address alleged misconduct or unprofessional conduct that does not rise to the level of being a SkateSafe violation.
- Maintain detailed records of all reports directed through the club's conflict resolution process including inquiries and outcomes.
- Maintain confidentiality for all matters handled through the club's dispute resolution process, U.S. Figure Skating's SkateSafe Program, and/or the U.S. Center for SafeSport's response and resolution process.

### **Communication & Web Chair**

- Administer the Club's website.
- Provide technical support for Entryeeze
- Manage social media & communications plan
  - Gather and post recognition to skaters for testing & competition achievements
- Design flyers for club events & informational communications
- Attend Board Meetings

## **Membership Chair**

Create & distribute annual membership packets

- Work with Communication & Web Chair to utilize Entryeze for accepting membership applications
- Process member applications on USFSA
- Maintain a working list of members to be provided to the Monitor Chair as membership changes occur.
- Maintain & update club email contact groups

## **Exhibition & Event Chair**

- Oversee the planning & execution of Club's Exhibitions & social events
  - Work with club president to set event budgets
  - Conceptualize and propose possible future events to the board
  - Solicit volunteers for planning (theme, decoration) and execution (schedule of events, setup, music operations, emcee, cleanup, etc.)
  - Develop/lead the promotional communications for the event
- Lead the signup process, determine number of spots, time requirements, signup schedule
- Develop show/performance schedule
- Organize music for event, if applicable
- Communicate Event & Exhibition planning activities to Board, Coaches and Participants
- Work with the club board & Fundraising Chair to determine if fundraising will take place at the event and coordinate efforts related to fundraising.

## **Test Chair**

- Oversee the planning & execution of Annual or Semi-annual club test sessions
  - Solicit volunteers for the session
- Determine date of test session
  - Register session on USFSA
- Contact judges
  - Ensure appropriate judges for test requirements
  - Plan for judges hospitality
- Determine test fees, prepare & distribute application
- Plan & communicate test schedule
- Prepare judging forms
- Coordinate with SkateSafe chair to ensure the compliance of all individuals (skaters, coaches, judges, volunteers) participating in the Test event
- Oversee test session operations
- Attend Board meetings during preparation of Test event

## **Fundraising Chair**

- Develop strategy for raising funds for club events.
- Set annual fundraising goals.
- Solicit volunteers to assist in the execution of fundraising events.

## **General Volunteer Opportunities**

### **Fun Coordinator**

We are looking for a fun coordinator to organize the purchase group tickets for events & shows. We have enjoyed seeing several shows together during the last year and would love to continue to do this in the new year.

### **Ice Monitor Volunteer**

Maintaining a group of Ice Monitors is critically important in our club's ability to provide and maintain a freestyle ice schedule. Our ice monitors will sign in all skaters during our freestyle sessions, collect payments and/or punch members cards. Monitors during the first hour of a session will set up the monitor station, Monitors for the last hour of the session will put the payment envelope and log in the Club's safe. To be accepted as a new Ice Monitor, an individual must have demonstrated an understanding of the Club's payment procedures, compliance with such procedures (i.e no infractions), and an ability to provide service/ respond to skaters questions about the procedures and explain why they are necessary.

### **Event Volunteer**

The Club needs volunteers to execute events (Social Events, Exhibitions, and Test Sessions). Much of this work includes the planning of decorations & design, setup/cleanup, etc.

### **Other Volunteer**

If you have specific / specialized skills that you would like to donate to the club, please provide your name, contact information, and a brief description of how you can help our Club.



## Reading Figure Skating Club Ice Use & Safety Rules

The Reading Figure Skating Club (RFSC) works to purchase and organize Freestyle ice sessions for the practice of figure skating and/or private lessons for its Club Members and Guests. An updated schedule can be found on the RFSC website at the following link: <http://www.readingfigureskatingclub.org/calendar/>

RFSC Freestyle sessions are designed for figure skaters to take private lessons, practice jumps, spins, moves & dance patterns, and to perform their programs to music. Some of these elements may be done with speed and low visibility for avoiding other skaters who may skate into their space. We aim to accommodate skaters of various ages and abilities who are committed to improving their skills. However, be aware when choosing to skate with us that some sessions, used by advanced skaters, are hazardous to the inexperienced.

RFSC accommodates Home Club Members first and foremost and also offers skating opportunities to Affiliate Members and properly identified Guest Skaters. The RFSC board reserves the right to recommend discontinuation of Affiliates and Guests should it be determined that those offerings no longer serve the club's goals and best interests of our home membership.

### General Rules

All skaters, coaches, and parents/guardians are required to abide by all of the rules and regulations set by Body Zone. This is our club's "home" and is also a business with other activities being conducted and it is essential to treat the facility and its personnel with courtesy and respect, as you would in any other place of business. Please keep in mind, the RFSC does not have the resources to provide exceptions for individual skaters. Further:

- Skaters 12 and under must have passed Basic 4 or have been accepted and currently a student of our Aspire program before they may use Freestyle ice for practice. There are no age/level restrictions for students during private lessons. Additionally there are no age/level restrictions for skaters age 13 and up however we highly encourage beginner skaters to use their best judgment to practice during non-peak ice times that may be safer for their skill level.
- Helmets are required for skaters 12 and under who have not passed Basic Level 2.
- No food, drink, or gum is permitted on the ice. Closed, non-breakable water bottles are permitted and must be kept and used at the boards.
- Cell phones are not allowed to be used on the ice except in the following situations:
  - Playing music - in this situation the phone must remain along the board area. A skater may not skate while holding their phone for the purpose of playing music.
  - A coach skating along to video a student for coaching purposes - In this case only the coach may skate while holding the phone.
  - A skater taking video of his/her own movements for practice purposes - In this situation the phone must remain along the board area and in no way should the use of a phone/ recording interrupt another skater's lesson or other right of way.
- Use of headphones or earbuds or any ear device that limits hearing is prohibited.
- No one is allowed on the ice without skates on, except for coaches or ice monitors.
- The benches by the ice are to be used by the skaters and coaches only. Parents, friends, and other family members are not permitted.
- No one is allowed on the ice when the Zamboni door is open.
- Maximum Number of skaters permitted on ice during a freestyle session is 25. Sessions that frequently approach or exceed the maximum number of skaters may be restricted from use based on membership status.

- Maximum number of students permitted in a private group lesson is 2.
- Some club programs consist of small group instruction during freestyle ice. Scheduling of these programs is subject to approval by the Board and subject to change based upon participation levels during the freestyle session.
- Hockey skaters may only skate on Freestyle ice during private lessons.
- There are no speed drills or use of cones. Warm up laps may be done at a fast speed but not at “racing” speed. Only one skater at a time may take warm up laps. Be aware of other skaters that appear to be waiting to take warm up laps.
- No hockey skaters may bring sticks or wear equipment other than helmets and hockey gloves.
- If any rules are broken, skaters may be asked to leave the ice.

### Right-of-Way

It is each skater’s responsibility to yield the Right Of Way (ROW) in the following priority:

- Skater run through to Music - **pinnie required for ROW**
- Private Lesson
- Active test patterns

### Music

- Music will be put in a queue. Private lesson program music is prioritized in the queue.
- Everyone yields to the skater with the music on **except** when a skater is repeating their program or sections of a program multiple times, including during choreographing. **Skaters who are repeating their music should not expect the ROW to apply, even if there are no other skaters waiting to play music.**
- Skaters running their program to music **MUST** wear their pinnie and remove it as soon as the program is completed.
- Choreographing to Music - Coaches are expected to use discretion and good judgment when requiring a pinnie for teaching Choreography/a new program to students while considering the amount of ice required and session conditions.

### Skaters’ & Parents’ Rules

- If you are a parent of a minor skater, please educate your child about the Ice Use & Safety Rules and work to ensure your child is compliant with the rules.
- All skaters will sign-on and make payment with an ice monitor prior to stepping on the ice.
  - Skaters should not punch their own card. If a monitor is unpresent, please wait for the monitor to arrive, if there is no monitor on duty, please have another club member punch or witness that your card was punched.
- Skaters and coaches should not take the ice until the designated start time of a session, and should exit the ice promptly at the end of a session.
- All skaters will wear a pinnie when running a program or dance.
- All skaters are to remain alert to their surroundings while skating.
  - **If you are an experienced skater**, please be patient with the less experienced skaters. Remember – you were new to freestyle at one time, too. Special care and judgment should be exercised when choosing to practice moves, for example, camel spins, backward spirals and solo dance patterns that limit a skater's visibility.
  - **If you are a less experienced skater**, please be extra careful to remain aware of your surroundings, other skaters, and to look ahead of where you are skating to see what others are doing or are about to do. Please be aware, some sessions, used by advanced skaters, are hazardous to the inexperienced.
  - **Crowded sessions** may be hazardous to all skaters regardless of experience level.
- The ice is for practice, not socialization. Please go to the wall or leave the ice if you wish to socialize or take a break.
- No playing tag, pushing, pulling, bumping, racing or sitting/laying down on the ice.
- No interrupting a coach while they are teaching a private lesson to another skater.
- Your actions and behavior are a reflection of the RFSC. You are expected to act respectfully towards other skaters, coaches, and guests at Body Zone as well as at events at other rinks.
- Digging holes, scraping, stomping, or throwing the ice is not permitted.

## Coaches' Rules

- Coaches are expected to educate their students and enforce rules while on the ice.
- Coaches bringing new/guest skaters in for an initial lesson are expected to notify the club, in advance of the lesson, at [Readingfsc@gmail.com](mailto:Readingfsc@gmail.com) and provide:
  - Parent & Skater name(s), email, phone number for the guest skater
  - Confirm that the club's Ice Use & Safety Rules have been communicated to and signed by the guest skater
  - Confirm that the club's sign in and payment procedure has been communicated to the guest skater
- **Coaches must be aware of their students Club membership status** and educate their students of their eligibility to receive Club benefits and access to certain freestyle sessions.
  - Coaches are prohibited for asking the Club to make exceptions to the clubs rules and benefits for their students
  - Coaches are prohibited for asking for (or encouraging others to request) club benefits to be provided to guest skaters
- While the club can currently accommodate guest skaters of other disciplines, Coaches are expected to prioritize figure skating students to help build commitment, engagement, and volunteerism which are critically important to maintaining our club and providing local opportunities for figure skating. As a result:
  - Coaches are permitted to teach lessons to hockey students, but a coach may not teach more than five 30-minute hockey lessons per week.
  - Requests to expand or add freestyle sessions will only be considered if they will result in an increase in figure skating participation. Requests will only be considered if they provide a monitor volunteer. Requests with a monitor volunteer will be prioritized over monitoring done by a coach or other individual who will be on the ice.
- Coaches should be aware when the ice is approaching capacity and consider teaching from the boards.
- When teaching a choreography or program to a student, Coaches should use discretion and consider the amount of ice being used and session conditions when requiring a pinnie.
- Please be respectful of our volunteers' personal time. Comments, concerns, and issues should be made to the club at [Readingfsc@gmail.com](mailto:Readingfsc@gmail.com) and **may not be** made in-person to any club volunteer, monitor, or board member. A board member will follow-up and make arrangements, if necessary, for discussion of such concerns or add the issue as an agenda item for the next club meeting.
- Your actions and behavior are a reflection of the RFSC. You are expected to act respectfully towards other skaters, coaches, and guests at Body Zone as well as at events at other rinks. Negative behaviors that would reflect poorly include:
  - **Making complaints** about the club, club's procedures, members, board members, coaches, or skaters to Ice Monitors.
  - Making **negative comments** about other skaters, guests, coaches, and members of our board or general community.
  - Using **inappropriate language** toward others in a disrespectful manner: Cursing and other foul language is not tolerated.
  - **Yelling** at others for reasons other than to prevent a collision or safety incident.

## Skate Safe

All skaters and coaches agree to abide by the code of conduct set forth by USFS under the "SafeSport™" statement. Information about USFS Skate Safe can be found at <https://www.usfigureskating.org/skatesafe> .

Information specific to our Reading Figure Skating Club SkateSafe can be found at <http://www.readingfigureskatingclub.org/skatesafe/>



**Reading Figure Skating Club  
Ice & Safety Rules Acknowledgement**

*Print and sign/print name on all lines that apply. Skaters age 13 and up should also sign for themselves.  
Return signed form to an Ice Monitor or Club Officer.*

**I am the parent of a skater** and I acknowledge receiving, reading and understanding the RFSC Ice Use & Safety Rules. I agree that I will make good faith efforts to abide by all rules stated here.

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)

**I am a skater** and I acknowledge receiving, reading and understanding the RFSC Ice Use & Safety Rules. I agree that I will make good faith efforts to abide by all rules stated here. I understand that failure to comply with the rules may result in disciplinary action and potential loss of skating privileges.

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)

**I am a coach** and I acknowledge receiving, reading and understanding the RFSC Ice Use & Safety Rules. I agree that I will make good faith efforts to abide by all rules stated here. I understand that failure to comply with the rules may result in disciplinary action by the Club Board including potential loss of Club, USFA, and Coaching privileges.

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)