

Seine River Skating Club

Handbook

Location: CCLCC and IDC Arena

Mailing Address: Box 222
Lorette, Manitoba
R0A 0Y0

Club Email: seineriverskating@gmail.com

Facebook: facebook.com/Seine-River-Skating-Club-499021426800635

Visit our website: seineriverskating.ca



Mission Statement

The Seine River Skating Club is dedicated to providing quality skating programs for all levels of skaters, and the opportunity to participate in skating for fun, fitness and achievement.

Welcome to the Seine River Skating Club

The Seine River Skating Club is operated by parent volunteers on a non-profit basis and is a member of Skate Canada. As a Skate Canada member, we are obligated to operate our programs by Skate Canada's rules. Information on Skate Canada, their service and policies may be obtained by calling 1-888-747-2372 or on-line at www.skatecanada.ca.

Executive

An executive operates the Seine River Skating Club. All board members serve on a voluntary basis. The Executive is elected at the Annual General Meeting and each member serves a two-year term.

Questions or concerns

All inquiries and concerns should be directed to seineriverskating@gmail.com

Registration and Fees

- All registration forms must be completed and all documents signed prior to skating.
- Skaters will be accepted into the club at any time throughout the year with the exception of CanSkate. No CanSkate registrations will be accepted after January 15.
- Late registrations will pay a pro-rated fee.
- All fees must be paid in full, or received at the time of registration with installments ending April
- Cheques are made payable to the Seine River Skating Club (or SRSC).

Benefits of Club Membership:

- All club members/skates are required to pay the Skate Canada registration fee of \$40 (not included in the registration cost).
- This fee does not stay with the club, but is sent on to Skate Canada.

- Your child will receive a Membership identification number that has been recorded at the National Office of Skate Canada.
- Privileges to enter the Members Only website of Skate Canada, that contains all the important information about our association.
- An accident insurance benefit
- Access to high quality programs

Program Assistants (PA's)

- The program assistants are trained volunteer skaters who are 11 years or older, who assists the professional coach to deliver the CanSkate program.
- PA's are not teaching the skills but supervising skaters, demonstrating skills, facilitating games and activities and providing encouragement.
- Our PA's are vital members of the CanSkate team.

CanSkate Program

- Can Skate is a learn-to-skate program designed to offer basic skating instruction in a group format to skater of all ages.
- The CanSkate program emphasizes fun and continuous movement and is taught by an NCCP (National Coaching Certified Program) certified professional coach.
- Coaches make lessons active using teaching aids, music and wide variety of activities that create a fun environment and promote learning.
- The coach/PA to student ratio is a maximum of 1:10. There is a minimum of one certified Skate Canada Coach teaching on the ice.
- Session Structure: Warm-up; Lesson time (skill review, new skills, practice time); Group Activities (Creative Expression/Skill Development Games/Action Songs) and Cool Down
- Badges and report cards are rewarded to skaters for their progress. These will be handed out in December and in March.

CanSkate Table

- This table will be set up at the entrance of the arena at every skating lesson. You will find:
 - Name Tags – these are to be worn at every lesson to identify your skater and know which group he/she is in. Name tags must be returned at the end of every session.
 - Any handouts if applicable

Communication

We try hard to keep all of our members informed of what is happening in the Seine River Skating Club. It is up to you to keep yourself informed through the following:

- Website and/or Facebook – Please check our website seineriverskating.ca often, as it is updated regularly with news of upcoming competitions, test days and special events.
- Email – You will also receive periodic email from the Seine River Skating Club reminding you of upcoming events. Please ensure you provide us with a current email address so we can keep you informed.
- Board Meetings – These are held monthly. All members are encouraged to attend, as decisions are made at the meetings that affect the skating programs. Contact the board via email for the next meeting date.
- Annual General Meeting – This will be held annually in April.

Cancellations

- If any skater loses ice time due to inclement weather, power interruption or other unforeseen acts of nature, the club is unable to provide a refund or make up sessions as we are limited by the number of hours of ice we are given by the CCLCC and IDC Arena.
- Notification of inclement weather cancellations will be provided through email and will be posted on our Facebook and website page.

Refund Policy

- The club will only accept a written letter of request for registration refund from a member.
- No refunds will be considered after October 23 for all skaters.
- A pro-rated refund will be considered if the refund request is due to injury, a doctor's note required, or moving. The Board of Directors will make decision on the refund.
- The decision may include but is not limited to, refunding a pro-rated amount, refunding the full amount or denying the refund request in its entirety. The president or vice president will inform the requesting member of the board's decision.
- There is no refunding of the Skate Canada Membership fees and a \$50.00 administration fee will apply.

Fundraising

In addition to registration fees, fundraising is required by each family to ensure the continued financial success of the club. In the event that a member does not want to participate in fundraising, the member may pay the fundraising amount of \$125.00 per child to the Seine River Skating Club.

All fundraising funds raised become part of the General Revenue of the club. General Revenue is generated from multiple sources throughout the year (fundraising, grants, bursaries, ice show revenue, etc.) These funds are used to support all club programming. Items that are covered by General Revenue include, and are not limited to: theme days, ice for programs, badges and certificates, props, teaching aids, test days, annual ice show, etc.

Volunteering

Volunteering is critical work necessary to ensure the club's viability. All skating families are expected to provide their time to support the volunteer jobs defined by the Seine River Skating Club.

At the time of registration, each family will issue one additional cheque in the amount of \$100.00 to the Seine River Skating Club, postdated for the date of the AGM. If you volunteer commitment has been met, this cheque will not be cashed. To be a viable club we need all families full support, therefore, no partial refunds will be given on volunteer cheques.

Year End Ice Show

All skaters will perform in the Seine River Skating Club's year-end ice show. This is a great event as a showcase of all our skaters. The ice show preparation for the skaters will begin about one month prior to the event. The ice show has a theme, chosen by the coaches. Volunteers will be required to assist in the preparation of the ice show in various ways.

A dress rehearsal will be held on the Monday prior to the Ice Show at the IDC arena during the regular Monday CanSkate time slot. There will be a professional photographer to take individual and group photos.