



**Glen Cairn Skating Club  
Skaters' Handbook**

**2010-2011**

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**W**elcome to the Glen Cairn Skating Club. We hope that this handbook supplies you with the information you need to get the most out of your time with the club.

Founded in 1974, the Glen Cairn Skating Club currently has approximately 400 members enrolled in our CanSkate, CanPower and STARSkate programs. We are sanctioned by Skate Canada and are a member of the Eastern Ontario Section of that organization. The mission of the Glen Cairn Skating Club is to provide instruction and to promote enjoyment and advancement of the members of all aspects of skating in accordance with the rules and policies of Skate Canada.

The Glen Cairn Skating Club offers a variety of Skate Canada programs catering to a wide range of skill levels. Our programs include classes for those just starting out (CanSkate), for hockey and ringette players (CanPower), and for those interested in learning figure skating (STARSkate). Our coaches are all certified through Skate Canada's National Coaching Certificate Program (NCCP).

Our regular season runs from September to April. Glen Cairn skaters can also participate in the West Ottawa Summer Skate program, which offers spring skating for STARSkaters and summer skating for both CanSkate and STARSkate members.

The Glen Cairn Skating Club programs run at the Jack Charron Arena (10 McKittrick Dr.) and the Bell Sensplex (1565 Maple Grove Rd.) in Kanata, Ontario. A calendar showing the location and times of skating sessions as well as special events is available on our website: [www.glencairnsc.ca](http://www.glencairnsc.ca). Please check regularly as changes occur from time to time.

For more information or if you have any questions please talk to your skater's coach, any member of the Executive, or go to our website.

Club Contact Information:

Glen Cairn Skating Club

P.O. Box 24026

300 Eagleson Rd.

Kanata, ON K2L 2C3

Registrar's E-mail: [membership@glencairnsc.ca](mailto:membership@glencairnsc.ca)

## Glen Cairn Skating Club Executive

The Glen Cairn Skating Club is run by a group of dedicated volunteers. The only paid employees of the club are the professional coaches. We are always looking for new members to help out in any capacity. If you are interested in joining the Club Executive, please contact an executive member or e-mail us at [president@glencairnsc.ca](mailto:president@glencairnsc.ca)

### 2010-2011 Executive

President	Lynn Moore
Vice President	Natalie Gamauf
Treasurer	Danielle Dubé
Secretary	Sarah Aikin-Ayre
Membership	Pam Walker
CanPower Registrar	Andrea Trainor
Test Chair	Cathy MacDonell
Ice Management	Lynn Moore
Pro-Liaison	Mecki McDonald
Hospitality	<i>position vacant</i>
Skater Development	Trai Pham
Fundraising	Rilee Russell
Publicity	Shirley Ivan
Coaches Representative	Marie Palladini-Hamelin
Music Chair	Natalie Gamauf
Communications/Web	Lynn Moore, Shirley Ivan

## Glen Cairn Skating Coaches

Skaters in the STARSkate and CompetitiveSkate programs work with professional skating coaches. Coaches are hired by and paid by the skater's parents. This is not handled by the Club with the exception of certain sessions that are taught in group format (ie. conditioning, stroking).

The following is an alphabetical list of the Glen Cairn Skating Club Coaches:

Monica Janssen	<ul style="list-style-type: none"> <li>- 22 years coaching</li> <li>- NCCP Level 2 Certified</li> <li>- NCCP Level 3 Technical and Theory</li> <li>- Gold in Figures, Freeskate, Dance, Artistic and Skating Skills</li> <li>- Monica is accepting new students</li> </ul>	monizedge@sympatico.ca
Paula Jones	<ul style="list-style-type: none"> <li>- 11 years coaching</li> <li>- NCCP Level 1 Certified</li> <li>- NCCP Level 2 Theory</li> <li>- ISPC Dance, Singles, Synchro</li> <li>- Areas of expertise: Dance, Skills, Singles, Adults.</li> <li>- Paula is accepting new students</li> </ul>	jonespaular@yahoo.com
Marie Palladini-Hamelin	<ul style="list-style-type: none"> <li>- 25 years coaching</li> <li>- NCCP Level 2 Certified - Singles and Pairs</li> <li>- NCCP Level 3 Technical and Theory - Singles</li> <li>- Triple Gold Medalist - Figures, Freeskate, Dance</li> <li>- Novice Competitive Single/Pairs</li> <li>- Senior Silver Skills</li> <li>- Certified CanPower Coach</li> <li>- Marie is accepting new students</li> </ul>	terry.hamelin@sympatico.ca
Lisa Ross	<ul style="list-style-type: none"> <li>- 25 years coaching</li> <li>- NCCP Level 2 Certified - Singles</li> <li>- NCCP Level 3 Technical</li> <li>- Silver Dance, Gold Figure, Silver Freeskate, Senior Silver Skills</li> <li>- Diploma in Recreational Leadership</li> <li>- Lisa is accepting new students</li> </ul>	lisaellenross@hotmail.com
Mary Yarush	<ul style="list-style-type: none"> <li>- 33 yrs. coaching</li> <li>- NCCP Level 3 Certified – Singles and Pairs</li> <li>- coaches all levels from introductory through competitive and choreography</li> <li>- Coaching Philosophy: “To help skaters fulfill their aspirations and become the best they can be.”</li> <li>- Mary is accepting new students</li> </ul>	4yarush@rogers.com

## Guest Skating

Sometimes your STARSkater may want more ice time than you have signed up for (often before a competition or a test day). In these cases, with the coach's permission, a skater can purchase time on another session that is designated for the same level as long as there are not already too many skaters on the ice. A guest skater will pay a fee, as outlined below, for the session on which they are skating that day will sign-in with the music player. Fees are to be placed in an envelope in the attendance binder, labeled with the skater's name, coach's name and date of guest skate.

Session	Registered Club Members	Non-Members
Freeskate (45-60 min)	\$12	\$15
30 min.	\$8	\$10
20 min. or less	\$6	\$8
<b>Coached Sessions:</b>		
30 min	\$10	\$25
15/20 min	\$8	\$10

### Guest Skating Policy

- all requests must be cleared with the Registrar at least 24 hours in advance
- Guest skating will only be allowed if there is room on the session requested
- Fees must be paid **before** skaters take to the ice.
- A skater must have her/his coach's approval to guest skate on a session and must be qualified to skate on the session they wish to guest skate on.
- Skaters wishing to skate on a session that they are not qualified for must have **written** approval from the Registrar to do so.
- Guest skaters must sign the Guest Skating Book (in the music room at Jack Charron or rink side at the Sensplex) and indicate the day, time and session of the guest skate.
- Guest skaters not adhering to this policy will be asked to leave the ice.

### Cancellation Policy

Refunds for skaters cancelling their registration before the date set out in the registration form for the program in question will be granted and will be subject to a \$25 administration fee. Cancellation requests made after this date must be submitted to the Registrar, in writing, and must be accompanied by a note from a medical practitioner.

## 2010-2011 Dates and Reminders

### No Skating

#### ***All regular skating sessions are cancelled:***

Thanksgiving Weekend - Oct. 9 - 11

November 16 - Test Day

Christmas Holidays - December 23 - January 3

February 4 - 6

February 10 - 11 - Test Days

Feb 24

April 5 - 6 - Test Days (still have 3-4 on April 6)

Sessions at the Jack Charron Arena end April 8.

Sessions at the Sensplex continue until April 28.

As well, there will be no CanSkate the Wednesday and 2nd Saturday of March Break - March 16 and March 19.

STARSSkate will continue through March Break

### 2010 - 2011 Competitions

#### **STARSSkate / Competitive Level Competitions:**

Autumn Skate, Ottawa — September 16-19

Eastern Ontario Sectionals, Napanee — November 5-6

Morrisburg Invitational — November 27-28

Skate Canada Western and Eastern Challenge, Mississauga — December 1-5

Arnprior's Great STARSSkate — January 29

Eastern Ontario STARSSkate Invitational Championship, Oshawa — February 4-6

Spring Festival Skate, Gloucester — April 8-10

#### **CanSkate Competitions:**

Bonnechere Skate, Eganville — January 15

Winchester Invitational — March 12

### 2010 - 2011 Test Days

November 16 - Low Test Day - Jack Charron Arena

February 10, 11 - Low/High Test Day - Jack Charron Arena

April 5, 6 - Low Test Day - Jack Charron Arena

Please check the calendar on the website regularly for changes and cancellations.

## **New to STARSkate? Here are some things you should know:**

STARSkate is the next step for higher level CanSkaters who want to continue figure skating.

STARSkate focuses on Skills, Tests, Achievement, and Recognition

The Skate Canada STARSkate program offers opportunities for skaters to develop their figure skating skills with the option of taking Skate Canada Tests and entering competitions. Figure skating skills are taught in group and/or private lesson format in the following areas: Dance, Freeskating, Stroking and Skills. These are tested at the following levels: Preliminary, Jr. Bronze, Sr. Bronze, Jr. Silver, Sr. Silver and Gold

The Glen Cairn Skating Club divides the STARSkate program into 3 main groups: Junior, Intermediate and Senior. Skaters are required to skate on the appropriate ice times.

- Pre-Junior - these are skaters who have moved past the CanSkate lessons, but still compete at the CanSkate competitions
- Junior Level - Junior skaters are competing at the STARskate level, but must not have passed Preliminary Freeskate
- Intermediate Level - must have passed Preliminary Freeskate
- Senior Level - must have passed Senior Bronze Freeskate

### **Coaches:**

If your skater is moving up to the STARSkate program, she or he will need a coach. Some classes (such as stroking, conditioning and skills) are taught in group format with an instructor. The freeskate sessions are generally when skaters have their private lessons with their coach. Freeskate sessions are usually 45-60 minutes long and coaches usually give 10-15 minute lessons. Skaters spend the balance of the freeskate session practicing on their own, so must be able to work independently.

Coaching is arranged by the skater's parents or guardians. The coaches invoice the skaters' parents for their services and parents pay them directly. Payments to coaches do not go through the club. The registration fees paid cover the ice costs only.

Please refer to the list of coaches affiliated with the Glen Cairn Skating Club on page 3.

### **Where to buy Skates:**

Once your skater has progressed to STARSkate, she or he will need a good pair of figure skates. We recommend having skates properly fitted at a specialty store such as La Maison du Patin, in Montreal or Figure 8 in Ottawa. Unfortunately, the higher level your skater is, the more expensive the skates will probably be. For beginning Junior STARSkaters, it is often possible to start with a good pair of second-hand skates. The rate at which children grow usually means that they will grow out of a pair of skates before wearing them out, leaving some life in them for another skater. The Club has a used skate sale at the beginning of the season and coaches are usually aware of someone with skates to sell.

**Where to Sharpen Skates:**

Figure skates need to be sharpened by a specialist, usually after 25-30 hours of skating. Many of our Club members take their skates to Dale Baker at Blades and Things at 1950 Merivale Rd. in Nepean. Figure 8 also offers skate sharpening. Wherever you have your skates sharpened, DO NOT have the bottom pick removed. This pick is required for figure skating.

**Competitions:**

Glen Cairn skaters participate in several competitions a year. Some of this year's competitions are listed on page 4 of this Handbook.

Your skater's coach will suggest suitable competitions for your skater when they are ready and will recommend events to sign them up for, should your skater wish to enter. Competitions are optional, but most STARSkaters participate in at least two or three per year. Parents are responsible for submitting competition registration forms and supporting documents (often a copy of the skater's birth certificate is required) as well as related fees. Please be aware that your skater's coach will charge you for his or her time at the competition. Be sure to see page 9 for more information about Competitions.

**Tests:**

STARSkaters may choose to participate in Skate Canada tests. These are given in the areas of Dance, Skills, Freeskate Elements and Program and Interpretive. A skater is required to pass certain tests in order to move up to the higher STARSkate levels. Your skater's coach will let you know when she or he feels that your skater is ready for their first test.

## Skating Etiquette and Rules

### General Rules:

- Courtesy and good manners are expected of all skaters.
- Skaters using foul language, yelling, or “mouthing off” will be asked to leave the ice. Similarly, bullying and verbal abuse towards *any* member of the club will not be tolerated. Skaters engaging in this type of behaviour will be asked to leave the ice. Continued incidents may result in loss of skating priviledges.
- Skaters are not to go on the ice until a coach is present and gives permission.
- Skaters should dress warmly, but no so that they are unable to move freely.
- Skaters should get up as quickly as possible after a fall. Lying on the ice could cause an accident.
- Do not interrupt a lesson or try to get the attention of a coach giving a lesson to a fellow skater.
- Music requests are to be made ONLY by the coaches
- Gum chewing, eating or drinking will not be permitted while skating. Water bottles are permitted but must be to the side of the ice surface near penalty boxes or in the stands.
- All skaters must leave the ice immediately at the end of a session or when the Zamboni comes onto the ice.

### Freeskate Rules:

- Standing on the ice is not allowed except when waiting for your solo to start
- Jumps are to be performed at the ends of the rink
- Spins are to be performed at the centre of the rink
- Sitting on the ice is not permitted. Use the penalty boxes or dressing rooms when re-tying skates.
- After a fall, get up immediately or it will be assumed that you are hurt.
- When your name is called for your music, identify yourself to the music operator and position yourself promptly for your solo. Do not wave off your solo without good reason.
- Attempt to identify each skater having their solo played and give them a clear run through their solo.
- Priority for right of way is as follows:
  - > skater having music played
  - > skater in a lesson
  - > skater moving backwards

### Skating Attire:

- long hair should be tied back
- Girls should wear leggings, tights, skating dresses, skating skirts, or dance leotards, sweaters, fleece or club jackets
- Boys should wear warm-up pants, sweaters, fleece or club jackets
- wear mittens or gloves
- do not wear oversized t-shirts, bathing suits or jeans
- do not wear hanging or loose jewelry or scarves.

## Competitions

- If and when your child chooses to enter a competition you will be exposed to a whole different part of skating.
- Approximately 2 months before a competition, your skater's coach may present you with a registration form. The coach will likely have filled in your skater's name and the event they should be entered in. This form should also have been signed by a member of the Glen Cairn SC Executive before your coach gives it to you. If you wish your skater to participate, you fill in the rest of form and mail it, along with a cheque for the entry fee, to the club hosting the competition. Some competitions require a copy of the skater's birth certificate for proof of age, so it is a good idea to have a few copies on hand.
- Make sure you mail in the form before the cut-off date, or your skater may not be registered to participate.
- The night before a competition, it is a good idea to make sure that you have everything your skater will need: music, skates, costume, extra laces, extra tights, and a jacket or sweater to wear while awaiting their turn and warming up.
- Please make sure that you bring your skater's music to each competition. Some competitions request a CD and a cassette back-up. Others request 2 CDs. Mark these clearly with your skater's name, club name and event, including flight number (which you should be given before the competition).
- Within the category that your skater enters, there will also be several other skaters competing. There will be a draw to determine the order the skaters will compete. If there are many skaters competing in the same category, they will be divided into "flights". Flights usually have about 6-8 skaters. A flight list (a list of which skaters are in which flights) will be available shortly before the competition day. Some competitions will mail it to you, others post it on their website. Make sure you know when your skater competes before the day of the competition! If you are unsure, ask your skater's coach
- Most competitions require skaters to arrive and register an hour before their flight time. At this time, you will also hand in your skater's music. Once you have signed your skater in, you should find your skater's coach so she/he knows you have arrived. Dressing rooms are usually assigned either by event or by club. You will be told which dressing room to use when you sign in. This is often a good first place to look for your coach. Your coach will let you know when you should get your skater ready and when she/he will take them to warm-up. It is often a good idea for you to then find a seat in the stands. Your coach will take it from here.
- Each flight of skaters has the opportunity to warm-up for about 5 minutes. Following the warm-up, each skater will perform his/her program in the order drawn. Each flight will receive the same amount of warm-up time.

- A panel of judges will mark each performance and Skate Canada trained accountants will tabulate and post the results for everyone to view.
- Medals are usually awarded to the top 3 skaters in each flight. Some competitions also award a ribbon for 4th place finishers.
- Results will be posted some time after the flight and medals are usually awarded several times throughout the competition. Take the time to find out when and where this happens at each competition to avoid the disappointment of missing a presentation if your skater places.
- Set a good example for your skater. Good sportsmanship is as much about graciously winning as it is graciously not winning.
- **After each competition that your skater participates in, please send the results, along with the name of the event entered, to the Club at results@glencairnsc.ca.**
- Top 4 placements are listed on the website and newsletters and we use the results when deciding on winners of end-of-season awards.

## **A PARENT'S CODE**

### **~ an Excerpt from the Skate Canada - Eastern Ontario Section Parent Guide**

- I will remember that my child skates for his/her enjoyment, not mine
- I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of an event
- I will never ridicule or yell at my child for making a mistake or losing a competition. I will provide positive comments that motivate and encourage continued effort.
- I will make my child feel like a winner every time by offering praise for competing fairly and trying hard.
- I will remember that children learn best by example. I will applaud good performances by both my child and his/her competitors.
- I will show respect for my child's competitors, because without them there would be no competition.
- I will respect the officials' decisions and will encourage participants to do the same.
- I will respect coaches, who give their time to provide technical expertise for my child, and show appreciation for their efforts.
- I will not use bad language, nor will I harass or abuse, verbally or physically, athletes, coaches, officials, volunteers, and team leaders.
- I will not have unrealistic expectations, but I will respect my skater's aspirations

Please remember, sport and great parents can be a powerful and meaningful combination in the development of young people.

## Music for STARSkate Sessions

In order for STARSkaters to practise their solos and dances, people are needed to play music. The Glen Cairn Skating Club relies on volunteers to play music during STARSkate sessions. In an attempt to distribute the hours fairly, we have made some changes to this program this season.

The parents/guardians of ALL skaters are responsible for a share of the music playing duties on the sessions for which their skater registers. This means that if a skater is registered for 3 days a week, then the parent/guardian will be responsible for a portion of the music playing duties on each of those 3 days. Each session will be looked at individually and the music playing duties will be divided amongst the families of the skaters registered.

Schedules will be made up several times over the course of the season and will be for 2-3 months duration at a time. This will allow the Club to take into account the fact that skaters occasionally change sessions. Schedules will be e-mailed to those involved, as well as posted online at [www.glencairnsc.ca](http://www.glencairnsc.ca) and in the music binders at each of the arenas (in the Music Room upstairs at the Jack Charron and rink side at the Sensplex).

Depending on the number of skaters on each session, it is estimated that a parent whose skater skates 3 times a week may be responsible for approximately 10 hours of music playing for the season.

If a parent/guardian does not wish to or is not able to play music for any reason, they will be responsible for finding someone to play it for them and notifying the Music Chair of the substitution. If a parent/guardian misses more than one of their assigned dates (we all make mistakes and will give people a break if they miss one) and does not find a replacement, their skater will be considered to be a member not in good standing. This means that they would not be allowed to participate in competitions or take Skate Canada tests.

A list of people who wish to play extra music will be made available to those who do not wish to play music. These people will receive credits for their extra music playing to put towards their skater's 2011-2012 ice costs, much like our Program Assistants do. If you wish to be included on this list, please send an e-mail to [musicchair@glencairnsc.ca](mailto:musicchair@glencairnsc.ca)

There will be no deposit cheque taken this season.

The fee for opting out of music playing this season will be \$300.