



Parent Handbook

Hello and Welcome!

We hope this parent handbook will help you be informed and knowledgeable about Eden Prairie Figure Skating Club and the sport of figure skating. Whether you are new to figure skating or an experienced skating participant/parent, we encourage you to read through the book to inform and update yourself on key information and policies of our club. We hope many of your questions are answered in this handbook.

General topics include family involvement; skating program information; professional staff certification and qualification standards; basic competition information; skate care and leasing; figure skating show; advancing in skating; choosing a coach; ice rules and etiquette; competitions; and more!

Information not included in the handbook may often be obtained by talking to a board member or looking at our website. If you have questions or concerns about your skater or the Eden Prairie Figure Skating Club in general, please stop and ask! We can't always answer you immediately, but we'll do our best to find the answer!

Figure skating can help you/your skater develop not just skating skills, but also stamina, poise, confidence, independence, friendships, and much more. We hope figure skating will be a real "life sport" providing many years of enjoyment for you/your skater.

Sincerely,
Eden Prairie Figure Skating Club Board of Directors and Professional Coaches



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CLUB ADDRESS AND CONTACT INFORMATION

Mail: 16526 W 78TH Street, #338, Eden Prairie, MN 55346

Phone: (952) 392-4450

Website: www.edenprairiefsc.org

CLUB ORGANIZATION

Eden Prairie Figure Skating Club (EPFSC) is a non-profit organization under the direction of a Board of Directors, located in Eden Prairie, Minnesota. It is an organization designed to support the sport of figure skating in our community.

Being an EPFSC member allows a skater to take tests governed by the United States Figure Skating (USFS) and to participate in sanctioned competitions and other skating events.

EPFSC is also a member of the Twin City Figure Skating Association (TCFSA).

One-half (1/2) of the Board, or as nearly thereto as possible, shall be elected each year at the regular meeting of the membership, and shall serve for a period of two years. Newly elected Board members shall assume the position immediately following their election.

We operate according to the guidelines of United States Figure Skating. Monthly board meetings are conducted and all skating parents are welcome to attend. Meeting dates are posted on the EPFSC bulletin board and website. Names and email contact information for board members is available on the EPFSC bulletin board and website. Contact any of the board members with questions or concerns.

EPFSC OPERATIONS AND MISSION

EPFSC operations are governed by the club by-laws. Copies of club by-laws are available from the board secretary and on the club website.

Mission

The mission of the Eden Prairie Figure Skating Club is to provide a safe, productive and encouraging environment both for competitive and noncompetitive skaters. We will promote the sport of figure skating while building the skater's self confidence, self-discipline, goal setting and physical fitness. We have a cooperative relationship between skaters, parents and coaches. The board will maintain financial stability to assure future availability of ice and opportunities for skaters.

MEMBERSHIP OPTIONS

Our club year runs from July 1 through June 30. When you renew your membership each year you will receive a membership card in the mail. The USFS membership number is unique to the skater and it will be used for all competitions and testing. In addition, you will also receive an annual subscription to *Skating* magazine. The EPFSC offers three membership options for skaters.



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Home Club	A skater can list only one club as their “home club.” This is the club that will be announced at competitions or other events. A skater will spend the majority of their ice time at the home club facility. The majority of EPFSC members (97 percent) are home club members.
Associate	Associate members also can contract for club ice at Eden Prairie while retaining their home club status at another club.
Junior Club	EPFSC also provides Junior Club opportunities for developing skaters, Otter level through Freestyle 4, to participate in a small-group lesson environment. The Junior Club’s small-group lessons are an enhancement of the Eden Prairie Skate School program. The small-group atmosphere eases the transition into regular open freestyle sessions and private instruction. We strive for a 6:1 student-teacher ratio at these sessions to ensure individualized attention for each skater. Junior Club sessions are offered once a week for 30 minutes.
Off-Ice Training	Skaters may participate in off-ice training. Discipline, balance, and body awareness are of great help to skaters in improving and controlling jumps and spins. Off-ice strength training and workout programs are similarly of great value to skaters and should be considered for all competitors. Off-ice programs are frequently offered at the Eden Prairie Community Center.

NEW MEMBERS

A file folder has been set up with your skater’s name on it in the black file cabinet in the Figure Skating Club room. Folders are arranged alphabetically. This room is located between the two rinks, halfway up the inside wall. Please use this room since it is a good way to meet other skaters and parents. While there, be sure to check the bulletin board – there’s a wealth of information on it. You will find the Monitor sign-up sheets here just before the start of a new contract – be sure to sign up for your required number of sessions. It is a good idea to check your file every time you skate for any newsletters, billing, or other communications. This is our “inner office” mail system and saves the club postage fees. Most of the club communications and information is delivered by email. If your email address should change, please let the Membership Chair know immediately.

Please note that quarterly contracts and membership renewal information is available on the club website. Billing will be placed in your folder to save on postage fees. Please make sure that you MAIL your contract to Renee Rahimi. Placing your contract in the file, may delay processing and result in a late fee.

USFS Number

If you do not already have a USFS (United States Figure Skating) number, one will automatically be assigned to you. You will receive your USFS card in the mail. Please put this in a safe place, as you will need this number for competition and testing purposes.

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Is there a reduced membership fee for skaters who join the club after March 1?

The EPFSC membership year is July 1 – June 30. Any Junior Club member who joins after March 1 of the current membership year will be allowed to renew their Junior Club membership for one additional year at the current Junior Club membership rate.

Lockers

Lockers are assigned based upon EPFSC seniority. Your name has been placed on a waiting list. There are currently more skaters than lockers available, so when a locker becomes available, skaters will be notified.

ANNUAL ICE SCHEDULES (CONTRACTS)

The EPFSC has four contracts per membership year with the following approximate dates (check each contract for specific dates): SUMMER (June – August), FALL (September – November), WINTER (December – February), and SPRING (March-May). Several weeks into each contract, members will receive information about the next contract.

All EPFSC members, including Junior Club members, are required to contract for ice and take lessons during their membership. Skaters are not allowed to pay as they go on a weekly basis.

Coordinating Ice Contracts with Coaches

When it is time to contract ice for a contract period (summer, fall, winter, and spring), you must talk with your coach first before selecting your ice time(s). The coach will establish their weekly schedule for all of their students and then notify you on which freestyle session(s) they plan to give your child a lesson. These are then the lessons for which you will contract ice. All Home club members must contract for two sessions during each contract period. In other words, a skater **MUST** contract for a minimum of two sessions during the summer, fall, winter, and spring sessions. If they do not contract, a session will be assigned and you will be billed for the session. Junior Club members are only required to contract for one session (Junior Club) during each contract period, but they may contract for additional sessions if desired.

Session Leveling

Many of the skating freestyle sessions are leveled for safety reasons. Sessions marked “Prepre +” or “PreJuv +” refer to the USFSA freestyle test level that must be passed before a skater may skate on this session. New skaters will use the “Open Free” sessions at first. These sessions are open and available to any level skater. Your coach is aware of these requirements and will place you on the appropriate freestyle when arranging their schedule.

FAMILY INVOLVEMENT AND SERVICE

Because EPFSC is a volunteer-run organization, we depend on the contributions of all families. Therefore, we ask each skating family to volunteer to help during the skating year with activities. All member families are required to volunteer during the annual Ice Show.

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Volunteering Opportunities

There are numerous volunteer opportunities with the Eden Prairie Figure Skating Club. These include the following positions.

- Board of Directors: President, Vice President, Treasurer, Secretary Membership, Members-at-Large
- Finance / Contracts / Billing: Skater Billing Coordinator, Ice Coordinator, Rink Monitor Coordinator, Rink Monitor Sheet Reporting Coordinator, Volunteer Coordinator, Auditor
- Twin Cities Figure Skating Association Representative (2 positions)
- Testing: Test Chair, Assistance Test Chair
- Fundraising: Fundraising Committee Chairs for Poinsettia sale, Magazine sale, Chip Shoppe sale, Committee Members
- Membership: Junior Club Coordinator
- Communications: Public Relations Coordinator, Rink Rap Newsletter, Trophy Case & Display Case Coordinators, Webmaster, Email Coordinator
- Off Ice Training Coordinator
- Social Activities: Social Committee Coordinator, Skater Rep Committee Coordinator, Banquet Committee Members, Exhibition Chair and Exhibition Assistant
- Club Room: Locker Assignment Coordinator, Club Room Liaisons, Bulletin Board Liaisons
- Apparel: Club Apparel Coordinator, Dress & Skate Sale Coordinator
- Lettering Programs: Eden Prairie, Minnetonka, Chanhassen, Chaska, Benilde-St. Margaret High Schools
- Ice Show: Co-Liaisons, Ice Show Committee Chairs, Committee Members

Rink Monitor Duty and Requirements

A parent rink monitor's duties range from checking in skaters, monitor the behavior of skaters on and off the ice, and being available in case of a medical emergency. It is recommended that parents of new members of the EPFSC go to a few sessions and observe someone else prior to completing their rink monitor duty.

The number of times per contract that is required to be a parent rink monitor depends on the number of sessions your skater contracted and the length of the contract period. Typically, if your skater skates 1-2 sessions per week, sign up to monitor a minimum of 1 time per contract period.

Each parent will have the opportunity to sign up for ice session times prior to the beginning of each new ice session (this will be posted on the bulletin board in the EPFSC club room approximately 3 weeks before the start of the new contract). If you do not sign up to monitor you will be billed the buyout fee for each contact period that you do not meet your rink monitor requirements. There is a buyout option of \$40 if you choose not to monitor, however, monitoring is a great way to get to know other club skaters. It is your responsibility to complete your rink monitor requirements each ice contract period and for each skater. If you do not complete your monitor requirements, you will be billed the monitor buyout fee. The parent rink monitor policy is sent out with each contract.

FUNDRAISING

Club members participate in fundraising activities to help subsidize ice costs, fund social activities, seminars, etc., which benefit all club skaters.

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What are the Fundraising Requirements?

All club members are required to participate in the fundraising to help support our club. Fundraising dollars are used to subsidize the cost of Club ice and support a variety of social activities throughout the year, including a party during ice show weekend and a spring banquet. EPFSC does offer a Fundraising Buyout Option. The purpose of this option is to allow families to choose to forgo actual "selling" if that is not preferred, while still ensuring each skater/member is contributing financially to the expenses covered by fundraising dollars. You will be billed for the buyout amount.

Although members new to the club each year and Junior Club members are not required to participate in fundraising activities, we do welcome their sales to help support the club.

Please see the fundraising policy, which can be found on the EPFSC website under Club Policies, for additional information.

Our annual Fundraising effort kicks off with the Magazine Sale the first week of August. Packets will be in each skater's file by early August. Other fundraising events for the year include the gift item sale, which will take place in September, and the Poinsettia sale, which will happen in late Oct/early Nov.

Fundraising Buyout Options

EPFSC does offer a Fundraising Buyout Option. The purpose of this option is to allow families to choose to forgo actual "selling" if that is not preferred, while still ensuring each skater/member is contributing financially to the expenses covered by fundraising dollars.

The current annual fundraising Buyout fee is \$120.

If a skater does not meet the requirements for 12 fundraising units during the year, the skater will be assessed a pro rata portion of the Buyout fee for the shortfall. For example, if you sold 8 "fundraising units" during the year, you will be billed 4 x \$10 (\$40) to make up the shortfall. This pro rata charge will appear on bills shortly after the last fundraising effort for the year is completed. Currently this would be on a February statement to be paid before contracting for spring ice.

Each skater is responsible for meeting his or her fundraising requirement.

GENERAL INFORMATION

Junior/Senior Club Clothing

Skating dresses/skirts with skating tights or athletic skating pants are required when skating. **Note:** Club jackets/sweatshirts are available for purchase and use at all levels.

Skates and Equipment

Skaters should have a good pair of figure skates. These may be purchased at several locations in the Twin Cities area. While it isn't necessary to buy the most expensive skates for beginning skaters, a well-fitted and supportive boot and properly sharpened blades are important. Skates from discount retailers may be fine for occasional outdoor rink skating, but are not recommended for regular lessons. Skates should fit snugly, so the foot does not slide around, and are often one to one-and-a-half sizes smaller than usual shoe size. For those choosing to purchase skates, especially Junior or Senior Club level skaters, it is helpful to go to a retailer who specializes in figure skate selection and fitting. If purchasing

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used skates, it is also important to carefully examine skate blades, as rust and improper sharpening can dramatically affect skate durability and performance.

Personal Care

A good pair of skates is important to allow you to skate at your best. Make sure you have the appropriate skates and blades for your level. Ask your coach or have an experienced skate store employee assist you when buying new skates. Remember to wear your skate guards whenever walking off the ice, even in the clubroom. Small stones can chip and damage your blade. After skating, wipe your blades off with a towel as quickly as possible and store them with fabric blade covers. Do not store your skates in the skate guards, as they will rust. You should have your skate blades sharpened regularly.

Skate & Dress Sale

The club holds a skate and dress sale every year, usually during the annual club meeting in October. This is a good opportunity for skaters to purchase practice and competition clothing and also used skates.

Vendors

Pierce Skate & Ski

208 West 98th Street

Bloomington

952-884-1990

www.pierceskateandski.com

Skates, accessories, skate sharpening

(Ask for Freestyle sharpening)

Westwood Sports

9601 Garfield Avenue South

Bloomington

952-881-2222

www.westwoodsports.com

Skates, accessories, skate sharpening

(Call for appointment – freestyle sharpening)

Sharpening Skates

Figure skate sharpening is much different from sharpening other types of skates such as hockey skates. ONLY people who specialize in sharpening figure skates should be used, as figure skate blades can easily be completely ruined by improper sharpening. One clue to when skates need sharpening is when a skater is having trouble performing moves on the ice, feels that they are sliding excessively on landings, or has blades that feel dull. Frequent falls may be another sign of dull blades. Too-frequent sharpening, however, is not recommended, as it can shorten blade life and negatively affect skater performance.

Caring for Skates

After use, skates should be carefully dried off outside and inside as necessary, both boot and blade. Pulling the skate tongue forward and letting the skates dry outside the bag and away from direct heat sources is helpful. Wet skates should not be stored in lockers or closets. Some skate boots can be cleaned using rubbing alcohol. When off the ice, skaters should ALWAYS wear rubber skate guards if walking around the arena. Skaters should NEVER walk ANY distance on cement floors without rubber guards. When removing skates for the day, blades should be wiped dry and then covered with cloth (soaker) blade covers for storage. It is important to protect blades from rust or nicks.

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PROFESSIONAL STAFF

Coaching Professionals

A team of adult instructors leads the coaching staff; all of who have passed background checks. The instructors are also available for private lessons.

Up-to-date information on coaching staff is available on the EPFSC website and club bulletin board. All coaching staff, including guest coaches, must abide by the Professional Skaters Association Code of Ethics.

Finding and Hiring a Coach

All home club skaters must have a private coach to skate on club ice. Junior Club skaters receive small group instruction from a private coach. Professional coaches are self-employed, are available for private lessons, and are paid directly by the skater's family. You will hire the coach on your own, and determine the lesson schedule and length with your coach. Not all coaches may have student openings at a given time. Coaches may offer lessons various time limits. Consult with the professional coaches for more information. You will receive a separate bill for coaching fees. Before hiring a coach, discuss goals and expectations, as well as special interests of your skater with the prospective coach. A listing of EPFSC coaches is available on the website.

Selecting a coach is one of the most important decisions that you will make as this is a relationship that hopefully will last for many years. Therefore, it is important to take your time in selecting a coach for your child or yourself if you are an adult skater. Coaches vary in cost, style, teaching techniques, personality, and interests. All of these factors should be analyzed before making a final selection. The following are some tips, which can help your decision process in selecting a coach.

- Compatibility of professional with student skater and their parents
- Professional's actual skating ability (tested USFSA and/or ISIA skating level and prior competition experience)
- Professional's proven coaching ability, especially as it relates to the test achievement level of current and former students
- Professional's ability to promote the student skater at competitions
- Availability of professional to instruct at all hours offered by the EPFSC, and substantiation of such commitment
- Professional's knowledge of proper warm-up and stretching techniques
- Professional's knowledge of ballet or modern dance and/or ability to get the skater enrolled in a class providing skills necessary to improve figure skating performances
- Professional's knowledge of choreography and/or willingness to solicit help in choreographing an excellent program for the skater
- Professional's ability to inspire the skater to a commitment of excellence
- Professional's willingness to set goals with the skater and time frames for achieving them
- Professional's ability to communicate knowledge to skaters
- Willingness of professional to enthusiastically recommend skater to train with another professional when original professional's expertise is exhausted
- Professional's willingness to keep current by taking continuing education classes
- Membership in a professional organization, such as PSA (Professionals Skaters Association)

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It is important to take the time to check resumes of a potential coach for your child. Resumes of club coaches are available on the club website. There is a variation of cost for lessons by the various coaches. Available time for teaching your child should also be asked of the coach. The parents and skater may wish to observe a club session and talk to several coaches. Junior Club is an excellent opportunity for club members to get exposure to many different coaches. A meeting to get acquainted and discuss goals, costs, lesson tie and frequency, skating equipment and general information will be the next step. Although ice time payment is made to the EPFSC, lesson costs are directly paid to the coach.

Responsibilities and Characteristics of a Quality Coach

A coach is responsible to teach technically correct form and promote the best performance and attitude in a skater. A good coach should help your skater make continued improvements. If a parent is concerned about a skater's progress or attitude, it is best to speak directly with the coach. If a skater and coach can no longer work well together, a change may be advisable. Open communication with your coach is very important, as your skater's progress and attitude are influenced greatly by the skater-coach relationship. A quality coach should motivate and encourage your skater, foster a positive environment, be knowledgeable and professional, and always maintain a climate of respect. A good coach will also remain calm and help your skater in staying organized and on-track whether at home or competition.

Respect for Professionals

All coaches are to be given respect. Indifferent and/or disrespectful attitudes during lessons are never appropriate.

Avoid interrupting coaches who are giving lessons

Do not interrupt your coach if they are giving a lesson to another skater. If your coach is teaching or not on the ice, you may ask questions of other coaches who are not giving lessons. Please be on time for lessons. If you will be late or absent, contact your coach as soon as possible prior to your scheduled lesson. You may be billed for missed lessons. Ask your coach for any special guidelines to follow.

Be sure to communicate with your coach. Inform him or her of any problems that may affect your performance. Ask your coach for any specific rules or expectations for students during practice or competitions.

ICE RULES AND ETIQUETTE

What are the general on ice rules and ice etiquette?

All EPFSC members are allowed and encouraged to use the EPFSC clubroom to put on their skates. Before entering the ice, check in with the rink monitor. When you are skating on club ice remember to be aware of other skaters. Keep moving and skate fast, do not stand in the middle of the ice. When you fall, get up quickly so you are not a danger to yourself or other skaters. Skaters will practice their skating routines with music. Please watch out for them and try to stay out of their way.

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Junior and Home Club Ice Rules

1. Work on skills when not in a lesson. Standing on the ice, chatting, and inattentive behavior can be dangerous to yourself and others. Keep moving. Sitting on sideboards is not allowed.
2. Off-ice breaks and bathroom use should be minimized. Abuse of breaks will be monitored and addressed by coaching staff as appropriate.
3. Please try to be on time and skate your full session.
4. If you fall, avoid sitting or lying on the ice: you may get hurt or present a hazard to other skaters.
5. Please be courteous during practice. **Skaters skating to their music have the right of way.**
6. Exit the ice as soon as Zamboni doors are opened or next group is on the ice.
7. Water is preferred for hydration. Plastic containers only. Gum and food on/near the ice are not allowed.
8. Swearing and vulgar language are unacceptable anywhere in the arena.
9. Play music in order that CDs are provided to you. Coaches have priority for playing music during lessons.
10. Only coaches may request restarting music. Try to skate through your program once you start.
11. Please be courteous to others and don't "overplay" your music. ALL music must be "family friendly" and without vulgarity or suggestive language, etc.

Parent Responsibilities for Junior Club or Home Club Ice Sessions – Rink Monitor

The rink monitor schedule will be placed in the EPFSC Club Room approximately two weeks prior to the beginning of each contract period. All skaters are responsible for meeting their Rink Monitor requirements as outlined on each contract form or a fee will be added to quarterly contract statement.

COMPETITIONS

Competitions are available beginning with Basic Skills. This is a fun way for skaters to show what they've learned. All skaters at Basic Skills competitions receive awards. Competition can help skaters develop self-confidence and self-discipline, as well as helping them learn about fair play, stress management, and performing under pressure. Talk to a coach or board member if you are interested in competing. Following is some general information on competitions.

General Information

Competitions are held throughout the year at various figure skating clubs throughout the state. Skaters should discuss with their coach which competitions might be best suited for them. Be sure to discuss your preferences with your coach. Competition gives skaters at chance to train, develop, and improve their skills.

Events

Competitions are divided into different areas or events; some examples include:

- Moves in the Field: A set pattern of basic skating moves skated without music. Concentration on accurate edges, power and flow.
- Freeskate: A well-balanced program of freeskating elements such as jumps, spins, steps and other linking movements in harmony with music. Special attention is given to choreography, expression, interpretation of the music, and intricate footwork.

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- Competition Artistic: Freeskate program skated to music that can include lyrics. Judged more by artistic interpretation than element quality.

Additional options may be available depending on the competition. The skater should discuss choices with her/his coach.

Registering for Competitions

Competitions require pre-registration. Most applications are due at least six weeks prior to the competition. Skaters must choose which events they wish to participate in.

The skater/parent, coach, and a club officer usually must sign competition applications. Be sure to get all needed signatures ahead of time. Many competitions now have online registrations available. Some competitions require an overnight stay, so be sure to plan ahead.

Fees

Costs vary, but generally run at least \$80 for the first event, and at least \$20 for each additional event. Basic skills competitions, however, often have much lower fees. Coaching fees, including not only coaching time, but also transportation and lodging may also apply. You should discuss coaching fees ahead of time. Coaches will often split expenses between students attending the competition.

Scheduling for Competitions

Skaters usually receive a schedule one to two weeks before the competition. It will give times for competition and often includes information on practice ice available for purchase. You should plan to arrive at the arena at least 1 1/2 hours prior to the scheduled time, unless instructed otherwise. Locker rooms will be available for changing.

Skating Attire

Skating dresses are required for girls, but the style and appearance is up to the skater, coach, and parent. Matching gloves, new or undamaged skating tights, and polished skates are recommended. Warm-up jackets are usually worn during the warm-up period before the actual competition. Skaters may choose to wear different dresses for each event, if desired.

How Did You Do?

Results for each group are posted in a designated area shortly after the end of the round. The top four in most events and all skaters in Basics events then receive trophies, medals, or ribbons and then pose for photos.

Ice Show Points

Club skaters who are eligible for solo and small groups in the annual Ice Show should collect their competition result sheets for submission to the Ice Show Point Committee in late November each year. You will receive notification of eligibility from the EPFSC Test Chair. Copies can generally be purchased at the registration/results table for around 50 cents. You should purchase the result sheets the day of the competition.

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Club Photos

A group photo of those competing may be arranged during club ice for publicity purposes. Skaters should be sure to wear competition clothing and bring any trophies and medals, etc. and also wear their skates.

Helpful Tips Before the Competition

Notify your coach of your competition schedule as soon as you receive it. Schedule your practice ice as soon as possible. Discuss schedule with your coach. You should skate at least once in your competition costume to check for fit, loose sequins, etc. You may wish to discuss your wardrobe with your coach.

Decide on hairstyle for competition, and have accessories ready. Hair should be away from the face. Be sure to pack hair spray/gel to control hair. It is VERY important that all accessories are secure and will not fall out while you are on the ice, as they would present a serious safety hazard and may be cause for disqualification.

Notify school of absences if needed and reserve your hotel room well in advance. Be sure your skates are ready for competition (polished, appropriately sharpened, extra laces packed.) Rubbing alcohol helps remove marks, and skate tape helps cover gouges. Add new laces if desired.

Helpful Tips at the Competition

Arrive at least one hour before your event is scheduled. Register/check in, turn in your music, and find your locker room. Find your coach and check in with the ice monitor.

TESTING

US Figure Skating testing is done at an official test session sanctioned by US Figure Skating and conducted by member clubs. Tests are held for Freeskate, Moves in the Field, Pairs, Dance and Synchronized skating as a measurement of progress. The skater's coach must approve all tests. There is an application to be filled out, along with signatures of coach and test chair. The host club will include a fee schedule with cancellation policy. If the test session is not at the home club, the skater needs a "permission to test" form signed by the club test chair. EPFSC test sessions are posted on the EPFSC bulletin board and website.

A figure skater's progress is measured by a series of tests, which are governed by the U.S. Figure Skating Association. EPFSC conducts test sessions throughout the year, offering Moves in the Field and Freestyle evaluations.

Testing is done on an ongoing basis during class, throughout the season. As your skater's coach deems appropriate, your child will be evaluated for the next badge level. The Club keeps a record of your child's badge level. Information on levels accomplished will be given to your skater at the end of the season.

Test applications and payments are due no later than 10 days before the test session. Test fees are on a graduated scale based on the level of the test with pre-preliminary tests costing \$25 and increasing to \$60 for a senior-level test. Non-EPFSC home club members pay an extra \$10 fee. Home club skaters have priority on the test sessions.

Please contact the EPFSC test chairperson for more information. Please check the Twin City Figure Skating Association event calendar for test sessions at other clubs.

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Test sessions may be cancelled if fewer than 10 test applications are submitted or judges are not available. Test applications and payments are due no later than 10 days before the session. Applications will be processed by seniority if more applications are received than time allows.

Moves in the Field and Freeskate

These tests are divided into eight classes to be taken in the following order:

- Pre-Preliminary (approximately same level as Freeskate 3-4)
- Preliminary
- Pre-Juvenile
- Juvenile
- Intermediate
- Novice
- Junior
- Senior (Gold)

Moves in the Field

This test of the same level is a pre-requisite to a standard Freeskate test. No Freeskate test is a pre-requisite to any Moves in the Field test.

Dance Tests

These are divided into seven classes to be taken in the following order:

- Preliminary
- Pre-Bronze
- Bronze
- Pre-Silver
- Silver
- Pre-Gold
- Gold

Dance can be either Solo or Standard (with a partner). The estimated preparation time for the pre-pre and preliminary tests is 6-8 months (based on a schedule of 3-4 sessions per week) and 12 to 18 months for the remainder.

The US Figure Skating organization publishes a "Rule Book" each fall that you can purchase. The club keeps a Rule Book in the music booth and most coaches also have a copy. The more you know the easier the process of testing and competing becomes. Information on additional test levels is available in the rulebook and on the US Figure Skating website.

ANNUAL ICE SHOW

The Annual Ice Show is a highlight of our skating season. All skaters who skate the regular skating season qualify for the show, but are not required to participate. All skaters must register to participate in the Annual Ice Show. The final dates to be eligible for show participation will be publicized each year.

Dates

The Annual Ice Show is typically the last weekend of March but can change based on the hockey tournament schedule, School Spring Break, etc.

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Costumes

Show costumes are an additional fee above the registration fee. Skaters who plan to be in the Ice Show must be measured by the deadline published each year. Should you later choose or realize you cannot participate in the Ice Show, you will be given the costume ordered. No refunds will be given.

Cost

Additional fees may apply to skaters who are eligible for small groups, solos, or opening number. Pictures, DVDs, t-shirts, programs, flowers, and performance tickets are optional costs.

Show Grouping

- Skaters are grouped based upon skill level and freestyle tests passed. The number of groups and size of the group is up to the discretion of the Ice Show Director.
- Solos and Small Groups are awarded to skaters who qualify by passing their Juvenile Freestyle test prior to the Ice Show Registration deadline. Skaters must submit their Ice Show Points to the Ice Show Points Committee by the deadline. There are seven solos in the Ice Show and the number of small groups is up to the discretion of the Ice Show Director.

Practice

The schedule of practices will come out in the show packet 4-6 weeks prior to the Ice Show. All ice show groups will have three practices plus two full rehearsals.

Attendance

Attendance is very important during show week. This is the only time that your skater will be instructed on his/her show number. Please plan to have your skater at **all** practices. Missed practices may disqualify your skater from show participation.

Volunteers

Parent volunteers put on the entire production. Every family is required to volunteer during the Annual Ice Show. You may help prior to the show, during show week, or during the show. We have a multitude of committees that need many volunteers. Please sign up for the area you would be willing to assist in.

Music/Choreography

The music numbers and costumes are determined by the Ice Show Director and will be revealed to all skaters prior to rehearsals. The choreography of the show numbers is done by EPFSC Coaching Professionals who work with each skating group during their scheduled rehearsals.

Show Information

Show packets will be handed out in 4-6 weeks prior to the Ice Show. **Please read this carefully.** Information regarding show pictures for the program will be included. The show pictures are taken in late February to early March.

Performance Tickets

All tickets are sold through the Eden Prairie Community Center. Information on tickets will be included in the Ice Show Packet.

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Guest Skater

EPFSC tries to bring in a special guest skater to participate in the ice show. Our fundraising efforts help us continue to do so. The skaters really enjoy watching and skating with these excellent performers.

POLICIES AND PROCEDURES

Exchanging Sessions

EPFSC offers its members the option to switch or “exchange” sessions should a conflict in your schedule arise. If you have missed a session for whatever reason, you may “exchange” it for another freestyle session. The only stipulation is that the exchange must occur during the same week, the week previous to or immediately following the missed session. In other words, there is a three-week window to schedule a make up session. You must mark the exchange on the sign in sheet. Write your skater’s name at the bottom of the sign in sheet for the session they do skate and mark exchange. It is also necessary to mark the skater’s name at the bottom of the sign in sheet for the day that they are skating and mark the date and session that you are exchanging from.

Buy In Sessions

If your skater is skating an extra session in a week – a session they are not contracted to skate – this is referred to as a “buy-in”. You must list your skater’s name at the bottom of the sign in sheet and check the columned “Bill”. Buy-in sessions are summarized and billed to you with your next contract. The cost for a buy-in session is \$3 more than a contracted ice session. For cost savings and ice planning, the Club encourages skaters to contract their ice as much as possible.

A skater will not be allowed to take the ice unless one of the following applies

They have contracted the session or they have paid the buy-in fee.

Consent Forms

At the time of registration, we ask all parents to review, sign, and return forms giving consent for participation and medical attention/treatment. We also ask you to review and return a photographic release form.

DON'T FORGET...Help is available!

The EPFSC board of directors and coaching staff are here to help and are happy to clarify anything confusing, answer questions, and listen to suggestions. And don't forget, the website www.edenprairiefsc.com, is a great resource!

All EPFSC Policies and Procedures are available on the club website at the follow location:

<http://edenprairiefsc.org/membership/club-policies>

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SOCIAL ACTIVITIES

Skater Rep

Skater Rep is a voluntary club for skaters in grades 7 and older. Representing the club, as a Skater Rep is not only a fun way to interact with the other older skaters, but plays an important role in bringing our club together!! In Skater Rep skaters meet to make Good Luck posters for club members participating in competitions. They also create the memory book each season. Skater Reps help with the spring banquet and other fun events. For many of skaters, the work that is done as a representative will count as volunteer hours for your school too! Skater reps usually recruit new skater reps at the start of each school year. If you are interested in becoming a Skater Rep, you should contact the Skater Rep Coordinator.

Annual Banquet

The EPFSC hosts an annual banquet for all club members and their families. The banquet is usually held the end of May or early June. Information will be available in the club folders and on the club website. Skaters receive their testing certificates and patches at this event.

FREQUENTLY ASKED QUESTIONS (FAQS)

What are the basic skills skating levels?

Level	Requirements
Penguins	<ul style="list-style-type: none"> a. Standing (5 seconds) b. March across the width of rink c. Skate and glide on two feet d. Skate and glide in a dip
Polar Bears	<ul style="list-style-type: none"> a. Scooter pushes b. Wiggle backwards c. One Forward Swizzle d. Start one foot glides
Otters	<ul style="list-style-type: none"> a. Alternate (L/R) Scooter pushes with 2 foot glide in between b. Five swizzles in a row c. Skate backwards or back swizzles d. Short one foot glides e. Start snowplow stops
Pre-Alpha	<ul style="list-style-type: none"> a. Two foot slide b. One foot slide (both feet) c. Forward swizzle d. Backward wiggle e. Backward swizzle
Alpha	<ul style="list-style-type: none"> a. Forward stroking b. Forward crossovers (both) c. One foot snowplow stop

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Level	Requirements
Beta	<ul style="list-style-type: none"> a. Backwards stoking (6 stokes with free foot across) b. Backward crossovers (both) c. T-stop (both outside edges)
Gamma	<ul style="list-style-type: none"> a. Forward outside 3-turn (both) b. Forward inside open Mohawk combo (7 steps, both feet) c. Hockey stop
Delta	<ul style="list-style-type: none"> a. Forward inside 3-turn (both) b. Forward edges – 4 inside & outside c. Shoot-the-duck or lunge d. Bunny hop
Freestyle 1	<ul style="list-style-type: none"> a. Forward inside pivot b. Two foot spin c. Forward Spiral d. Backward edges (inside & outside) e. Half-flip f. Waltz jump
Freestyle 2	<ul style="list-style-type: none"> a. Ballet jump b. One-half toe wally c. One-half lutz d. One foot spin (6 rotations) e. Forward spirals (with change of edge) f. Dance step sequence (10 step with Mohawk)
Freestyle 3	<ul style="list-style-type: none"> a. Backward pivot (outside or inside edge) b. Salchow c. Change foot spin d. Backward spiral e. Toe loop or toe wally f. Dance step sequence (9 steps with 1 forward and 1 backward Mohawk)
Freestyle 4	<ul style="list-style-type: none"> a. Flip jump b. Loop jump c. One-half loop jump d. Sit spin e. Backward arabesques f. Dance step sequence
Freestyle 5	<ul style="list-style-type: none"> a. Lutz b. Axel c. Camel spin d. Combination spin e. Fastback scratch spin f. Dance step sequence