



## 2019-2020 Membership Checklist

**Welcome! Please carefully read through all information.**

**Prior to submitting your membership packet, please confirm the following are completed/signed/included:**

- Session Registration Form
- Emergency Medical Release
- Code of Conduct Signature/Agreement including Media Release Agreement
- Waiver & Release of Liability Page
- Lindsay's Law Signature Form
- Check payable to Center Ice Skating Club

**Thank you! We are looking forward to a great season together!**

**Completed packets due by Saturday, August 31<sup>st</sup>**



**CENTER ICE SKATING CLUB**  
<http://www.centericeskatingclub.com/>

**2019-2020 SEASON**  
**SEASON INFORMATION**

The “Season” – Tuesday, September 3rd, 2019 through Saturday, April 25<sup>th</sup>, 2020  
(No Club: Nov 27<sup>th</sup> – Nov 30<sup>th</sup>, Dec 24<sup>th</sup> – Jan 4<sup>th</sup>)

<b>Skating Times</b>	Tuesday Club	Session 1	Mixed-Free	4:50 PM to 5:20 PM
	Tuesday Club	Session 2	Mixed-Free	5:20 PM to 5:50 PM
	Wednesday Club	Session 1	Mixed-Free	4:20 PM to 4:50 PM
	Wednesday Club	Session 2	Mixed-Free	4:50 PM to 5:20 PM
	Thursday Club	Session 1	Mixed-Free	5:00 PM to 5:30 PM
	Thursday Club	Session 2	Mixed Free	5:30 PM to 6:00 PM
	Thursday Club	Session 3	Mixed-Free	6:00 PM to 6:30 PM
	Saturday Club	Session 1	Mixed-Free	9:10 AM to 9:40 AM
	Saturday Club	Session 2	Mixed-Free	9:40 AM to 10:10 AM
	Saturday Club	Session 3	Mixed-Free	10:10 AM to 10:40 AM

The Board of Directors of the Center Ice Skating Club (hereinafter the “Club Board”) reserves the right to modify the season schedule or to change the restrictions on who is permitted to skate during any particular session at any time throughout the Season for any reason.

**Club Sessions** – Club sessions are 30 minutes in length. There will be 10 Club sessions each week (except on dates noted above and subject to rink changes).

**Club Season** – The Club season will run for 32 weeks. The season will begin on Tuesday, September 3, 2019 and conclude on Saturday, April 25, 2020. There will be no club on days as noted above and subject to rink changes.

**Club Structure** –All sessions will continue to be as they have been in the past to include any figure skating discipline. Keep safety in mind at all times and during all sessions.

**Contracted Ice** – The **minimum basic membership** requires 120 total sessions of ice time. Additional sessions may be contracted up to the maximum 10 sessions each week. The contract that the skater and parent(s) sign at the beginning of the season commits you to that number of sessions and total money due for the season. The skater is not required to contract for a specific day or session. Contracted sessions may be used at the discretion of the skater. If a skater uses all contracted sessions before the end of the season, additional sessions may be purchased. Payment for the additional sessions is due at the time they are purchased. Sessions are non-transferable to another skater and cannot be transferred to the following season. **Requests for refunds or contracted payment waivers will be considered for medical reasons only and must be accompanied by a medical doctor’s recommendation on appropriate letterhead.**

**Fundraising** – All Full Club members are required to participate in fundraising activities and contribute \$250 in Fundraising sales. If a member does not want to participate in fundraising activities or is not able to reach the \$250 through fundraising programs, the \$250 (or balance) will be contributed in cash. Associate Members are also required to contribute (or pay) \$250 in fundraising if they intend on being in either the Winter or Spring show. Fundraising must be completed (paid) by April 15, 2020.

**Make up Sessions** – There will be no make-up sessions. Skaters are permitted to allocate their contracted sessions at their discretion. Any unused sessions (contracted or those purchased later in the season) cannot be used into the following season or transferred to another skater.

**Coaching** – Club membership covers **only your ice cost** and does not include any coaching services. Coaching will be contracted with the individual coaches and payment is made directly to them. Arrangements for private lessons are to be made directly with the professionals.

**Ice Monitors**- Vouchers are awarded to parents who offer up their time to work as ice monitors. One voucher will be awarded for every 4 sessions monitored. \*Remember since ice monitors receive vouchers, this job does not count as volunteer hours also.

**Parent Participation** – Parents are required to volunteer at least (3) hours during the club season. Volunteer hours not completed will be charged to the skater's account at \$25 per hour (\$75 for all 3 hours). Volunteers run the Club and its success takes work from everyone.

**Registration Fee** – 100% of the Registration Fee is due with the application. It covers the Cleveland Council fee per skater and Club administrative charges, including Club business, legal fees, copying fees, postage, etc.

\*\*The Registration fee for the first Full Club Member in the family is \$90. The Registration fee for the second Full Club Member is \$70

**Payments** -*Follow the payment schedule, or a late fee of \$25 will be automatically applied to your account.*

**Additional Family Member Discount** - Families with more than one child registered as Full Club Members will receive a 25% discount off the minimum basic membership price for the second child. Both skaters must be registered for at least the minimum basic membership of 120 sessions for the season. The 25% off discount will apply to only the minimum basic membership price of the second skater and does not apply to any additional sessions that are purchased for the second child.

**Membership Cards** – On the first day of the Club Season, membership cards will be issued for each skater. Each card will indicate the number of sessions that the respective skater has contracted for the season. Ice Monitors will deduct sessions from the cards as they are used by skaters. Membership cards will remain with the Ice Monitors at all times to prevent them from being lost or misplaced. If the initial membership card is used up prior to the end of the season, skaters may purchase additional sessions which will be added to their card and the monitor will continue to deduct sessions as used. Multiple sessions can be pre-purchased by a full club member at a discounted rate of \$8.50/session. For convenience, Associate Club Members may also pre-purchase a card for multiple sessions at a discounted rate of \$9.00/session. Any sessions that have not been used are not able to be transferred to another skater or transferred to the following season.

**Walk-on charges per session** – All ice session times are run by the Club. Sessions can be purchased in half-hour increments. Walk on charges will be \$10.00 per session regardless of membership type. **ALL walk-on money is to be paid to the ice monitor. Exact cash or checks made payable to Center Ice Skating Club.** All walk-on ability is on a space available basis only. Ice will be limited to 24 skaters maximum following the priority of: 1- Full Club Member, 2-Associate Member, 3-Non-member.

**Collegiate Member/Skater** – College students that were a past Full Club member who register for this season as a Full Club member are not required to fundraise or contract ice time. They will be able to pre-purchase ice sessions at the member discounted rate or walk-on at the walk-on rate (space permitting) and retain all benefits of Full Club Members.

**Competition/Testing** – Please review each competition/testing application carefully. The rules can change from competition to competition. It is the responsibility of the skater/parents to get all needed forms signed. Testing forms need to be signed by a Board Officer or Test Chair. Testing forms will need a Member in Good Standing form which can be obtained from the Test Chair or from the Club web site.

*All required forms must be submitted for each skater separately. Their information cannot be combined onto one set of forms.*

**Discipline/Misconduct** – Please refer to the *Center Ice Skating Club Code of Regulations and Bylaws* (hereinafter the “Bylaws”), Article VIII, Section I, Code of Conduct for Parents and Code of Conduct for Skater CISC Electronic Policy, and Conflict Resolution Policy for details.



## 2019 – 2020 CENTER ICE SKATING CLUB SESSION REGISTRATION FORM

MEMBERSHIP TYPE: Please circle membership desired	Full Club Member/Skating, Collegiate, & Non-Skating (Does NOT include USFSA fee)	\$90 Skating/\$70 Additional Family Member Skating/\$15 Non-Skating
	Associate Member (Does NOT hold Center Ice as Home Club) May walk on sessions at the Walk-On Rate, or pre-purchase sessions at the discounted rate.	\$90
	Professional Member/Coaches (Does NOT include USFSA Renewal)	\$40
	Associate Professional Member (Does NOT hold Center Ice as Home Club)	\$45

**\*\*Refer to Club Bylaws for detailed description of Membership Types\*\***

Skater's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
 Parent's Name(s): \_\_\_\_\_ Contact email: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact Phone #:(\_\_\_\_\_) \_\_\_\_\_ Additional Phone #: (\_\_\_\_\_) \_\_\_\_\_  
 USFSA #: \_\_\_\_\_ Home Club: \_\_\_\_\_  
 Coach's Name(s): \_\_\_\_\_  
 Highest Free Skate Test Level Passed: \_\_\_\_\_

### **2019– 2020 SKATING Session Pricing**

**A. Minimum Full Club Membership:**

**120sessions x \$8.00 session = \$960.00      Checks payable to: Center Ice Skating Club**

**B. All additional sessions purchased at contract submission:**

\_\_\_\_\_ sessions x **\$6.00** session = \$\_\_\_\_\_

\_\_\_\_\_ **Total Number of sessions**    \$\_\_\_\_\_ **Total Cost (Line A + Line B)**

**Payment Guidelines**

- To begin at least **20% of the "Total Session Cost" AND the \$90 Registration Fee** is required on or before August 31, 2019. (\$192 + \$90 = \$282)
- Additional 20% of the "Total Session Cost" required on or before October 15, 2019. (\$192)
- Additional 20% of the "Total Session Cost" required on or before November 15, 2019. (\$192)
- Additional 20% of the "Total Session Cost" required on or before January 15, 2020. (\$192)
- Remaining balance of the "Total Session Cost" required on or before February 15, 2020. (\$192)

**I agree that this application represents my commitment to purchase the above number of ice sessions for the 2019-2020 skating season. By signing below, I acknowledge reading the guidelines for ice fee payments and I agree to follow the guidelines. (Place date reminders on your calendars or it can be found at our website.)**

\_\_\_\_\_  
Signature of Skater (Parent/Guardian if skater is a minor)

\_\_\_\_\_  
Date

**(Incomplete ice applications cannot be processed and the application will be returned, which may result in lost skating times.)**

The Club Board reserves the right to modify the season schedule or to change the restrictions on who is permitted to skate during any particular session at any time throughout the Season for any reason.



**2019 – 2020 CENTER ICE SKATING CLUB  
EMERGENCY MEDICAL RELEASE**

I, \_\_\_\_\_, of \_\_\_\_\_ am the  
(Parent/Guardian of Minor) (Address)

\_\_\_\_\_ of \_\_\_\_\_, a minor, of \_\_\_\_\_  
(Parent/ Guardian) (Child's Name) (Address)

I hereby give my consent, in the event that all reasonable attempts to contact me at \_\_\_\_\_  
(Phone)

or \_\_\_\_\_ at \_\_\_\_\_ have been unsuccessful, for:  
(Other Parent/Guardian/Emergency Contact) (Phone)

1) The administration of any treatment deemed necessary by Dr. \_\_\_\_\_,  
(Preferred Physician)

\_\_\_\_\_ or Dr \_\_\_\_\_, \_\_\_\_\_ or in the event that the appropriate  
(Phone) (Preferred Dentist) (Phone)

preferred practitioner is not available, by a licensed physician or dentist and

2) The transfer of the child to \_\_\_\_\_ or any hospital reasonably accessible.  
(Preferred Hospital)

The I and/or child is covered under the following Medical Insurance Company; \_\_\_\_\_ and the Policy  
Number: \_\_\_\_\_

This authorization does not cover major surgery unless the medical opinions of two other licensed physicians or  
dentists concurring in the necessity of such surgery. The following is needed by any hospital or practitioner not  
having access to the adult's/child's medical history:

Allergies: \_\_\_\_\_ Medication being taken: \_\_\_\_\_

Date of last tetanus shot: \_\_\_\_\_

Physical impairments (Heart, epilepsy, etc.): \_\_\_\_\_

Other pertinent facts to which a physician should be alerted: \_\_\_\_\_  
\_\_\_\_\_

I certify that I, an adult participant or the parent/guardian, of said participant, give my consent to the Center Ice  
Skating Club and the facility the activities are taking place in and their staff and to members of the Center Ice  
Skating Club, their Board of Directors and volunteers to obtain medical care from any licensed physician, hospital  
or clinic, including transportation and emergency medical services, for myself/ourselves and/or said participant for  
any injury that could arise from participation in these activities.

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Adult Participant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This consent for medical attention shall be binding and effective for the 2019-2020 membership year of  
the Center Ice Skating Club.



# 2019 – 2020 CENTER ICE SKATING CLUB CODE OF CONDUCT SIGNATURE/AGREEMENT PAGE

1) I/We have read, understand and will comply with the **CODE OF REGULATIONS AND BYLAWS OF CENTER ICE SKATING CLUB DATED NOVEMBER 17, 2007**. I/We will keep the Bylaws with me in order to refer to it as needed throughout the skating season as a reminder to what is appropriate behavior. Given in a separate attachment or email

\_\_\_\_\_  
Parent(s) signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Skater signature

\_\_\_\_\_  
Date

2) I/ the parent have read, understand and will comply with the **CODE OF CONDUCT FOR PARENTS, ELECTRONIC POLICY AND CONFLICT RESOLUTION PROCESS**. I will keep all of them in order to refer to as needed throughout the skating season as a reminder to what is appropriate behavior.

\_\_\_\_\_  
Parent(s) signature

\_\_\_\_\_  
Date

3) I have read with my skater, we understand, and we both will comply with the **CENTER ICE SKATING CLUB “SKATER CODE OF CONDUCT” AND ICE RULES AND LINDSAY’S LAW (separate page)**

I will keep the with me the **CENTER ICE SKATING CLUB “SKATER CODE OF CONDUCT” & ICE RULES AND LINDSAY’S LAW** in order to refer to it as needed throughout the skating season as a reminder to what is appropriate behavior.

\_\_\_\_\_  
Parent(s) signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Skater signature

\_\_\_\_\_  
Date

Failure to comply with any of the documents listed above may lead to disciplinary actions being brought against you by the Club Board. If these signatures are not completed, the skater will NOT be permitted on the ice.

## MEDIA RELEASE AGREEMENT

I give my permission for my child’s photograph to be posted on the Center Ice Skating Club’s web site.

I understand that my child’s name will NOT be placed on the web site.

I understand photographs may be used for public viewing on the Center Ice Skating Club web site, brochures, media outlets, etc. that have been endorsed by the Center Ice Skating Club.

Please check the appropriate line below:

\_\_\_\_ I give my permission.

\_\_\_\_ I do NOT give my permission.

Name of skater \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*Please watch video, sign and return the Lindsay Law Agreement at the end of this packet also. Thank You!



## 2019 – 2020 CENTER ICE SKATING CLUB

### Waiver & Release of Liability, Assumption of Risk and Indemnity Agreement

In consideration of participating in Center Ice Skating Club and Center Ice Sports Complex activities, I (the “Participant”) represent that I understand the nature of figure skating activities (hereinafter the “Activity”) and that I am qualified, in good health and in proper physical condition to participate in such Activity. I acknowledge that if I believe event conditions are unsafe, I will immediately discontinue participation in the Activity.

I consent to the use of a jump harness in the course of the Activity. I understand that a belt will be attached to the skater’s waist in order to enable the skating instructor to lift the student three to five feet off the ice surface, to be pulled along and then lifted during the jump. The rope/pulley, which is part of the apparatus, is attached to a wire that is stretched over the ice surface.

I fully understand that this Activity involves risks of serious bodily injury, including permanent disability, paralysis, and death, which may be caused by my own actions, or inactions, those of others participating in the Activity, the conditions in which the Activity takes place, or the negligence of the “Releasees” named below; and that there may be other risks either not known to me or not readily foreseeable at this time; and I fully accept and assume all such risks and all responsibility for losses, costs, and damages I incur as a result of my participation in the Activity.

I hereby release, discharge, and covenant not to sue the Center Ice Skating Club and Center Ice Sports Complex, United States Figure Skating, it’s director, officers, administrators, sponsors, volunteers, agents, employees, staff, instructor, trainers, coaches, other participants and if applicable, owners and lessors of premises on which the Activity takes place (each considered one of the “Releasees” herein) from all liability, claims, demands, losses, or damages on my account caused or alleged to be caused in whole or in part by the negligence of the “releasees” or otherwise, including negligent rescue operations; and I further agree that if, despite this release, waiver of liability, and assumption of risk, I, or anyone on my behalf, makes a claim against any of the Releasees, I will indemnify, save, and hold harmless each of the Releasees from any loss, liability, damage, or cost which any may incur as the result of such claim.

The Center Ice Skating Club and Center Ice Sports Complex have the right, but not the obligation, to provide rules, regulations and/or ice monitors for Club ice. We hereby acknowledge that the Center Ice Skating Club and Center Ice Sports Complex shall not be responsible for the supervision of the members at Club ice.

I have read this RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT (herein the “Agreement”), understand that I have given up substantial rights by signing it and have signed it freely and without any inducement or assurance of any nature and intend it to be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid, the balance, notwithstanding, shall continue in full force and effect.

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Participant

#### **PARENTAL CONSENT AND INDEMNIFICATION AGREEMENT**

**(Complete bottom portion in addition to the top portion of the Agreement if participant is under 18 years old.)**

I, the minor’s parent and/or legal guardian, understand the nature of the above referenced activities and the minor’s experience and capabilities and believe the minor to be qualified to participate in such Activity. I hereby release, discharge, covenant not to sue and AGREE TO INDEMNIFY AND SAVE AND HOLD HARMLESS each of the Releasees from all liability, claims, demands, losses, or damages on the minor’s account caused or alleged to have been caused in whole or in part by the negligence of the Releasees or otherwise, including negligent rescue operations, and further agree that if, despite this release, I, the minor, or anyone on the minor’s behalf makes a claims against any of the above Releasees, I WILL INDEMNIFY, SAVE AND HOLD HARMLESS each of the Releasees from any litigation expenses, attorney fees, loss liability, damage, or cost any Releasees may incur as the result of any such claim.

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

(Copy to: Ice Monitor File; Rink)

Revised 8/02/12



## **U.S. Figure Skating & Center Ice Skating Club Parent Code of Conduct**

Center Ice Skating Club is committed to creating a safe and positive environment for members' physical, emotional and social development and ensuring that it promotes an environment free of misconduct.

Preamble: The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles: respect, responsibility, fairness, caring, trustworthiness and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character" (Arizona Sports Summit Accord).

By signing the agreement page, I hereby agree that:

- 1.** I will encourage good sportsmanship by my actions, demonstrating positive support for all skaters, coaches, and officials at every practice, competition and test session.
- 2.** I will place the emotional and physical well-being of my child and others ahead of my desire to win.
- 3.** I will encourage my child to skate in a safe and healthy environment by maintaining a respectful and courteous attitude to others.
- 4.** I will promptly inform my child's coach of any physical/mental disability or challenge affecting my child that may affect the safety of my child or others.
- 5.** I will teach my child that doing his/her best is more important than winning.
- 6.** I will do my best not to ridicule, bully, blame, or yell at my child or other skaters, coaches, officials or volunteers in response to a poor performance or for any other reason.
- 7.** I will do my best to make skating fun at all times and will remember that my child participates in sports for his/her own enjoyment and satisfaction.
- 8.** I will teach my child to treat other skaters, coaches, fans, volunteers, officials, and rink staff with respect, regardless of race, creed, color, sexual orientation or ability. I will also take action and report any acts of bullying, harassment or abuse to the appropriate authorities.
- 9.** I will applaud any effort in both victory and defeat emphasizing positive accomplishments and learning from mistakes.
- 10.** I will teach my child to resolve conflicts calmly and peacefully without resorting to hostility or violence.
- 11.** I will be a positive role model for my child and others.
- 12.** I will demand a figure skating environment for my child that is free of drug or alcohol abuse and agree that I will not use or provide to a third-party any illegal drug prohibited by applicable federal, state, or municipal law.
- 13.** I will not assist or condone any athlete's use of a banned substance as described by the International Olympic Committee, International Skating Union, United States Olympic Committee, or U.S. Figure Skating, or, in case of athletes, to use such drugs or refuse to submit to properly conducted drug tests administered by one of these organizations.
- 14.** I will expect my child's coach to be in compliance with all requirements of U.S. Figure Skating and the Professional Skaters Association, to continue their education and training through programs offered by U.S. Figure Skating, the Professional Skaters Association and other accredited organizations.
- 15.** I will respect my child's coach and refrain from "side line" coaching my child or other skaters.
- 16.** I agree to educate myself regarding the proper procedures to follow when establishing or terminating a coaching relationship.
- 17.** I will respect the decisions of officials, their authority and decisions during competitions and test sessions and teach my child to do the same.
- 18.** I will show appreciation and recognize the importance of volunteers and club officials. I will fulfill my responsibility to help my club with membership, special projects, competitions and test sessions.
- 19.** I will become familiar with the rules of the U.S. Figure Skating and teach my child accordingly.
- 20.** I will support and respect all skaters and their right to participate.





## **2019-20 Center Ice Skating Club Skater Code of Conduct & Ice Rules**

As a member of our club, all skaters must adhere to this Code of Conduct at all times.

### **General Guidelines:**

**Center Ice Skating Club is committed to creating a safe and positive environment for members' physical, emotional and social development and ensuring that it promotes an environment free of misconduct.** This Skater Code of Conduct has been established to ensure the safety of all members using our ice to ensure quality practice time for all home club, associate, non-members and guests who purchase ice from the club and who participate in all club-related activities.

1. All skaters, regardless of whether they hold home club, associate, non-member or guest status, must follow and uphold the provisions in this Skater Code of Conduct regarding behavior on and off the ice. All club members are expected to exhibit good sportsmanship and be courteous toward their fellow skaters, coaches, parents/guardians of skaters, U.S. Figure Skating officials and guests.
2. Center Ice Skating Club is committed to promoting a positive and friendly environment for all skaters. Remember 'The Golden Rule' — treat other people like you want to be treated — with respect.

### **Ice Etiquette and Safety Rules:**

1. While in lesson or practice, it is the skater's responsibility to ***always*** be conscientious and aware of other skaters around them.
2. Skaters must skate with the flow of other skaters and familiarize themselves with the most commonly used areas for jumps and spins. Safety meeting must be given to every skater at the beginning of the season or by their coach before skating club ice.
3. Skaters wearing the orange belt ALWAYS have the right of way. When you see the belt and/or hear another member's music, please extend that person the courtesy and move out of their path momentarily. This only takes a moment and you will enjoy the same courtesy while you are performing your program.
4. Coach requests – one per coach per session and the skater must be in a lesson with that coach. The skater will still be called for their regular turn during that rotation.
5. Advanced skaters are expected to exhibit patience toward beginner members of the club. Remember, you were an inexperienced skater once, and it takes time for our future generation to advance to the point where they are completely comfortable skating with all levels of skaters.

### **Other Club Ice Rules**

1. Any and all props can be used on club ice **only** while the skater is in a lesson and under coach supervision.
2. Jackets, coats etc. cannot be hung over the glass blocking the coaches and monitors view. Please keep them on the benches or hockey box.
3. Group members (duo, trio, etc.) are allowed to be practiced on club ice – each skater in the group will be marked for their turn for that entire rotation and will not be called again until everyone else has been called. Coach requests for skaters will be honored for a skater, but the entire group cannot go again in that rotation and it counts as their request for that session. They cannot then request an individual skater in the same session.
4. It is at the discretion of the Ice Monitor to allow deviations from the club session times. For instance, they may allow a skater that gets on the ice 10 minutes late to continue skating 10 minutes into the next session.

**Unsafe or Discourteous Behavior:** Unsafe or discourteous behavior of any kind will **NOT** be tolerated.



## **2019-20 Center Ice Skating Club Electronic Communication Policy**

**Center Ice Skating Club is committed to creating a safe and positive environment for members' physical, emotional, and social development and ensuring that it promotes an environment free of misconduct.** Effective communication concerning activities, schedules, and administrative issues among coaches, members and their families, officials, and volunteers is critical. However, the use of electronic communication (including mobile devices, web-based applications, social media, and other forms of electronic communication) increases the possibility for improprieties and misunderstandings, and also provides potential offenders with unsupervised and potentially inappropriate access to minor skaters. The improper use of electronic communications can result in misconduct.

Accordingly, all members shall adhere to this Electronic Communications Policy at all times.

### **Social Media**

Center Ice Skating Club (CISC) maintains a website for the purposes of communicating non-personal information about club/skating related activities. This includes communication designed to show support of CISC members and their accomplishments and for the promotion of the CISC its programs, and events.

All electronic communication of any kind between adults and minors, including the use of social media, must be non-personal in nature, and be for the purpose of communicating information about club/skating-related activities.

Use of **any** social media (Twitter, Facebook, Instagram, Snapchat, etc.) by a skater to direct statements that can cause abuse or misconduct such as emotional, sexual, bullying, harassment, hazing, taunting and intimidation will **NOT** be tolerated. This includes statements from a skater toward another skater(s), club member, coach, parent, or Arena staff. The above is considered a violation of the SafeSport Program, and will lead to disciplinary action by the Center Ice Skating Club.

These disciplinary actions are as follows:

1. First Offense: Written warning to skater and parent(s) that further violations jeopardize the skater's standing in the club and USFSA
2. Second Offense: 30 days probation. This means that the skater will be marked on the USFSA as a skater that is not in good standing with CISC. This will prohibit the skater from competing or testing during that time frame.
3. Third Offense: Dismissal from Center Ice Skating Club

### **Email, Text Messaging and Similar Electronic Communication**

All email and text message content between adults and minors must be non-personal in nature and be for the purpose of communicating information about club/skating activities.

Emails and text messages from any CISC adult, volunteer, coach, or board member to any minor member should include a parent. A parent may (on their own) grant specific permission to contact their minor without copying or including that parent. In such event, all electronic content between adult and minor should be readily available to share with the public or the families of the skater or coach/adult. Coaches, skaters, and club volunteers must follow *common sense guidelines regarding the volume and time of day* of any allowed electronic communications.

Use of electronic communication (texting or email) to commit abuse or bullying will **NOT** be tolerated.

### **Request to Discontinue All Electronic Communication or Imagery with Minors**

At any time, a parent may rescind their permission and request in writing that their child not be contacted by any form of electronic communication between coaches or other adults in the program, CISC and its members shall immediately comply with such request without any repercussions for such request.

### **Violations**

Social Media and other means of electronic communication can be used to commit abuse and misconduct (e.g., emotional, sexual, 'sexting', bullying, harassment, and hazing). Such communications by any coach, skater, parent, volunteer, or other participant in any CISC activities will **NOT** be tolerated and will be considered violations of CISC Electronic Communications Policy and the US Center for SafeSport Program, and disciplinary actions above will be followed.



## **2019-20 Conflict Resolution Process for Center Ice Skating Club**

The board shall have the power to discipline, suspend or terminate membership in the club in accordance with the policies and procedures set forth in the bylaws and/or club policy handbook. It is the expectation that the board will make every effort to resolve any conflict or dispute occurring between members. All conflicts brought to the board will be handled in a timely and confidential manner using due process.

Any member or members having a complaint against another member for an infraction of any bylaw, rule, policy, procedure, or behavioral misconduct may report in writing as outlined below. The complaint must be filed within 15 days of the incident, infraction or discovery of the alleged violation.

All complaints will be submitted in writing to the club president and will contain the following information. If the club president has a conflict of interest in the matter, the complaint will be submitted to another club officer.

1. Name, contact information, U.S. Figure Skating membership number and signature of the party/parties filing the complaint.
2. Name of the party/parties against whom the complaint is brought.
3. The specific bylaw, rule, policy, procedure, or guideline allegedly violated.
4. A statement of the facts surrounding the alleged violation. Include all necessary information such as date and time, location, specific facts, witnesses and testimony.
5. Description of actions taken to attempt to resolve this matter informally.
6. The desired action or outcome the grievant wishes to be taken to resolve the conflict by the board.

The club president or club officer who has received the complaint will appoint a review panel of three unbiased people from within the club board or club membership, not related or involved with the alleged incident/infraction. The president or officer will name one of the members of the review panel as chair of the review panel. The review panel will evaluate the complaint and determine what, if any, further action is necessary.

If accepted, a copy of the complaint will be sent to the person against whom the complaint has been filed. The parties to the matter will be notified in writing of the names of the members of the review panel. In the event any party believes that a member of the review panel has a conflict of interest, an objection to that member shall be submitted in writing to the club president or officer within three days of the notification in writing. The objection will indicate with specificity what is the basis of the conflict of interest. The club president or officer shall determine if the review panel member will be replaced. The decision of the club president or officer is final. The respondent will have 10 days to respond to the complaint in writing. The review panel will send a copy of the response to the person filing the complaint.

Unless the chair of the review panel determines otherwise, the chair of the review panel will then schedule a meeting with all parties involved within seven days for a full investigation in the matter and come to a decision to resolve the complaint.

The review panel will report the findings and recommendations to the club board within seven days of the last meeting scheduled in the matter. The decision will be presented to the board who may adopt the recommendation, modify the recommendation, or return the matter to the review panel with directions for further investigation and or for further recommendations by the review panel. Once the decision is adopted or modified by the board the outcome is considered final and will be communicated in writing to both parties within seven days of the action by the board.

# Sudden Cardiac Arrest and Lindsay's Law Parent/Athlete Signature Form



**What is Lindsay's Law?** Lindsay's Law is about Sudden Cardiac Arrest (SCA) in youth athletes. It covers all athletes 19 years or younger who practice for or compete in athletic activities. Activities may be organized by a school or youth sports organization.

### Which youth athletic activities are included in Lindsay's law?

- Athletics at all schools in Ohio (public and non-public)
- Any athletic contest or competition sponsored by or associated with a school
- All interscholastic athletics, including all practices, interschool practices and scrimmages
- All youth sports organizations
- All cheerleading and club sports, including noncompetitive cheerleading

**What is SCA?** SCA is when the heart stops beating suddenly and unexpectedly. This cuts off blood flow to the brain and other vital organs. People with SCA will die if not treated immediately. SCA can be caused by 1) a structural issue with the heart, OR 2) a heart electrical problem which controls the heartbeat, OR 3) a situation such as a person who is hit in the chest or a gets a heart infection.

**What is a warning sign for SCA?** If a family member died suddenly before age 50, or a family member has cardiomyopathy, long QT syndrome, Marfan syndrome or other rhythm problems of the heart.

**What symptoms are a warning sign of SCA?** A young athlete may have these things with exercise:

- Chest pain/discomfort
- Unexplained fainting/near fainting or dizziness
- Unexplained tiredness, shortness of breath or difficulty breathing
- Unusually fast or racing heart beats

**What happens if an athlete experiences syncope or fainting before, during or after a practice, scrimmage, or competitive play?** The coach **MUST** remove the youth athlete from activity immediately. The youth athlete **MUST** be seen and cleared by a health care provider before returning to activity. This written clearance must be shared with a school or sports official.

**What happens if an athlete experiences any other warning signs of SCA?** The youth athlete should be seen by a health care professional.

**Who can evaluate and clear youth athletes?** A physician (MD or DO), a certified nurse practitioner, a clinical nurse specialist, certified nurse midwife. For school athletes, a physician's assistant or licensed athletic trainer may also clear a student. That person may refer the youth to another health care provider for further evaluation.

**What is needed for the youth athlete to return to the activity?** There must be clearance from the health care provider in writing. This must be given to the coach and school or sports official before return to activity.

All youth athletes and their parents/guardians must view the Ohio Department of Health (ODH) video about Sudden Cardiac Arrest, review the ODH SCA handout and then sign and return this form.

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Parent/Guardian Signature

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Student Signature

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Parent/Guardian Name (Print)

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Student Name (Print)

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Date

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Date