

International Falls Figure Skating Club

Policy & Conduct Handbook 2010-2011

Please be advised that the International Falls Figure Skating Club Board of Directors requests that all comments, questions, and concerns be submitted on the form on page 20 of this policy book.

The Parent/Guardian signature page must be signed and returned prior to or at your skater's first practice/lesson.

TABLE OF CONTENTS

I.	Purpose	page 3
II.	Objectives	page 3
III.	Coaches	page 3
IV.	Regulations	page 4
V.	Fundraisers	page 4
VI.	Soliciting Funds	page 4
VII.	Board Liaisons	page 4
VIII.	Meetings	page 5
IX.	Policy Changes	page 5
X.	Code of Conduct & Policies – Parent/Guardian signature page confirms acknowledgement of <u>all</u> of the following policies	
	a. Parent’s - Code of Conduct	pages 6-7
	b. IFFSC Attendance Policy	page 8
	c. IFFSC Lettering Policy	page 9
	d. IFFSC Ice Show Solos and Features Policy	page 10-11
	e. IFFSC Ice Show Attendance Policy	page 12
	f. IFFSC Helper Policy	page 13-14
	g. IFFSC Testing Policy	page 15-16
	h. IFFSC Academic Standing, Controlled Substance, and Behavior Policy	page 17-18
XI.	Parent Involvement	page 19
XII.	International Falls Figure Skating Club Question, Comment & Concern Form	page 20
XIII.	International Falls Figure Skating Club Board Members	page 21
XIV.	Parent/Guardian Acknowledgement Signature Page (to be turned in)	page 22

I. PURPOSE

The purposes of the International Falls Figure Skating Club are: to encourage the instruction, practice and advancement of its members in compulsory figures, free skating, pair skating, dancing, precision skating, basic skills and all types of figure skating; to encourage and cultivate a spirit of fraternal feeling among ice skaters; to sponsor, to produce or cooperate in the production of figure skating competitions, exhibitions, ice carnivals or shows; and generally to perform such other acts as may be necessary, advisable, proper or incidental to the realization of the objects and purposes of this organization; and to carry out the general policies of the United States Figure Skating Association.

II. OBJECTIVES

The International Falls Figure Skating Club Coaches and Board of Directors will:

1. Provide an enjoyable introduction and experience in figure skating and encourage every skater to do his/her best.
2. Help skaters develop self-control, self-discipline and good sportsmanship.
3. Provide skaters with a program in which they are coached by qualified personnel whenever and wherever possible.
4. Coordinate the production of an annual ice show to showcase the Club's figure skaters.

III. COACHES—THE BOARD SHALL CONSIDER AND HIRE ALL COACHES

1. All IFFSC coaches will be selected and approved annually by the Board of Directors.
2. All IFFSC coaches are encouraged to attend monthly board meetings.
3. All IFFSC coaches will follow all the policies, rules and regulations established by the IFFSC Board of Directors. If any IFFSC coach does not follow all the policies, rules and regulations established by the IFFSC Board of Directors, that coach may, at the discretion of the Board, be relieved of his/her coaching responsibilities.
4. IFFSC coaches, at all levels, will be expected to refrain from using any profanity in front of all skaters at any time. The coaches are also asked to refrain from violating any smoking rules of the arena.

IV. REGULATIONS

1. The IFFSC recognizes, supervises and is responsible for the following skating categories. All categories follow U.S. Figure Skating Association guidelines and regulations.
 - a. Snowplow Sam – beginner skaters, generally ages 3-5
 - b. Basics 1-8 – skaters of varying ages
 - c. Juniors 1-4 – skaters of varying ages
 - d. Seniors – skaters of varying ages
2. All Snowplow Sam skaters are required to have a helmet to participate on the ice at any age.
3. International Falls Figure Skating Club (IFFSC) fees shall be set prior to registration. In calculating the registration fee, the board shall add any fee increases passed on to the Club from the U.S. Figure Skating Association or the Recreation Director. Fees are used to pay the coaches and provide medical insurance for the skaters, coaches, and directors. Any balance will be put into the General Fund.
4. If there is enough interest in a Synchronized Skating Team or Teams, tryouts will be held within the first two weeks of the skating season. Teams will be picked by the coach(es). The coach(es), under no circumstances, shall announce any skaters as having been selected for the team(s) prior to the announcement of the entire team.

V. FUNDRAISERS

1. Any person or persons wishing to conduct a fundraiser that benefits IFFSC skaters or the Club must have approval from the Board of Directors to conduct such fundraiser. Permission must be given before any arrangements for the fundraiser are made.
2. Any monies received from such approved fundraisers shall immediately upon conclusion of said fundraiser be turned over to the IFFSC Board of Directors.
3. Fundraisers play an important part in our program. Full participation and cooperation is required from skaters and parents as well.

VI. SOLICITING FUNDS – *Only Board members may solicit funds.*

VII. BOARD LIAISONS

A Board member will be appointed as a liaison to each skating level (Snowplow Sam, Basics 1-4, Basics 5-8, Juniors, and Seniors) and each coach.

VIII. MEETINGS

The IFFSC Board meets monthly on the second Wednesday of each month. The annual Club meeting where the election of new board members occurs is held in May. Special meetings may be called by the President at any time. The Board reserves the right to close meetings to discuss sensitive matters.

IX. POLICY CHANGES

The Board of Directors has the authority to change policies through regular Board proceedings.

International Falls Figure Skating Club Parent's Code of Conduct

Codes of Conduct give everyone a guide to what is expected of us if we are part of an organization, participating in a sport, or as spectators at our child's events.

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 this handbook's acknowledgement page I hereby agree that:

1. I will encourage good sportsmanship by demonstrating positive support for all skaters, coaches and officials at every practice session, competition, and test session.
2. I will place the emotional and physical well being of my child ahead of my personal desire to win.
3. I will encourage my child to skate in a safe and healthy environment.
4. I will inform my child's coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
5. 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 results of a competitive event.
6. I will never ridicule or yell at my child or other participant for making a mistake or blame my child's teammates for placement in a competition.
7. I will do my best to make skating fun and will remember that my child participates in sports for his/her own enjoyment and satisfaction not mine.
8. I will ask my child to treat other skaters, coaches, fans, officials, and Board of Directors with respect, regardless of race, creed, color, sexual orientation or ability.
9. I will applaud a good effort in both victory and defeat emphasizing the positive accomplishments and learning from the mistakes.
10. I will teach my child to resolve conflicts without resorting to hostility, violence, or verbal harassment.
11. I will be a positive role model for my child and other skaters.

(continued on the following page)

Parent's Code of Conduct continued

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 drug prescribed by applicable federal, state, or municipal law.
13. I will not assist or condone any competing athlete's use of a drug banned by the Minnesota State High School League, 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 not provide alcohol to, or condone the use of alcohol by minors, abuse alcohol in the presence of athlete members or at U.S. Figure Skating activities.
15. I will encourage my child's coach to continue their education and training through programs offered by U.S. Figure Skating, the Professional Skaters Association and other accredited organizations.
16. I will respect my child's coach and refrain from coaching my child or other skaters during competitions and practices because it may conflict with the coach's plan or strategies.
17. I will respect the authority and decisions of officials during competitions and test sessions and teach my child to do likewise. Any discussions surrounding any results will be conducted in private.
18. I will show appreciation and recognize the importance of volunteers and club officials.
19. I will respect the authority and decisions of the International Falls Figure Skating Club's Board of Directors.
20. I will study the rules of the U. S. Figure Skating Association and teach my child accordingly so that we have an understanding and appreciation of the rules of competition and membership.
21. I will support all the opponents in my child's competition and respect the rights of all skaters to participate.

International Falls Figure Skating Club Attendance Policy

Snowplow Sam, Basics 1-8, and Juniors

Attendance equates to the skater being on the ice within 5 minutes of the group lesson start time and staying for the entire lesson.

Coaches will take attendance at each practice for the following reasons:

1. to get to know the skaters' names
2. to demonstrate that attendance is important and recognized
3. to keep track for the perfect attendance award(s)
4. to keep track for the ice show (Please see ice show attendance policy.)
5. to keep track for any other awards that may have attendance, dedication, or commitment as a criteria

Seniors

Attendance will be monitored. Coaches will report attendance concerns to the Board of Directors at monthly board meetings. The Board of Directors will address attendance concerns with skaters and their parents.

If there is no coach or supervising adult present, skaters cannot be on the ice.

Senior skaters need to arrange to have a supervising adult present if he/she wishes to skate after the coaches have left the arena. Skaters cannot assume that the parent of another skater who regularly attends senior ice time is willing to be the supervising adult for other skaters. Individual arrangements must be made.

Synchronized Skating Teams (Blade Brigades)

Due to the nature of synchronized skating, Synchro team members must attempt to attend all team practices. **Skaters are allowed to miss only 2 synchronized skating practices.**

If a synchro skater cannot attend practice, for whatever reason, he/she must inform the coach prior to practice.

Policy adopted by the International Falls Figure Skating Club Board of Directors on September 8, 2010.

Lettering Requirements for Figure Skating at Falls High School, ISD 361

To receive an athletic letter for **Figure Skating** the requirements are based on the following criteria along with a coach's recommendation:

- The skater must be a senior level skater in grade 7 - 12 and meet academic eligibility and comply with the Rules and Violation Guidelines as outlined by ISD 361. (see attachment) [attachment not in handbook]
- The skater must exhibit a positive attitude, show effort, fulfill their helper obligations, and have good attendance at practice.
- The skater must have completed one of the following:
 - A. Passed the Pre Juvenile Free Skate test
 - B. Mastered all elements required at the Pre Juvenile Free Skate level as determined by an IFFSC senior level coach. (see attachment) [attachment not in handbook]
 - C. Competed and placed in the top four at a USFSA sanctioned competition at the Preliminary level or above in Free Skate, Compulsory, Artistic, or Dance.

** Once the skater attains the Pre Juvenile Free Skate level and above, it will be at the coach's discretion if the skater is making good progress toward the next level to letter.

Coaches may also award letters to skaters under the following circumstances:

- The skater has fully participated in the sport for two or more years, one year being their senior year, or a skater may be awarded a letter at the coach's discretion due to extenuating circumstances.

To receive an athletic letter for **Synchronized Figure Skating** the requirements are based on the following criteria along with a coach's recommendation:

- The skater must be on the advanced Blade Brigade for two years beginning at the seventh grade level and meet academic eligibility and comply with the Rules and Violation Guidelines as outlined by ISD 361. (see attachment)
- The skater must abide by the rules and show good sportsmanship.
- The skater must participate in competitions, exhibitions, and the Ice Show.
- The skater must exhibit a positive attitude, show effort, and have good attendance at practice.

I _____ have read the above and understand the criteria for lettering in both figure skating and synchronized figure skating.

Signature of Skater: _____

Date: _____

Policy adopted by the International Falls Figure Skating Club Board of Directors on June 9, 2010.

International Falls Figure Skating Club Ice Show Solos and Features Policy

The following policy outlines how solos and features will be determined for the annual International Falls Figure Skating Club (IFFSC) ice show. It is the goal of the Club to highlight all the senior skaters. The Coaches and Board of Directors expect to give each senior skater a solo or feature in the ice show, but skaters need to earn it.

Only senior level skaters are eligible to perform a solo or feature in the ice show. A senior level skater is defined as a skater who has passed Basics 1-8, Freeskate 1-4, and Dance 1-4 by December 15.

Positions available for the IFFSC Ice Show are as follows:

Solos = number of solos will be determined by the number of skaters who meet the criteria outlined below

Features: Duets, Trios, etc. = the number will be determined based on the number of senior skaters

Solos

If there are 1-6 skaters who qualify for a solo, solos will be 2 minutes long. If there are 7 or more skaters who qualify for a solo, solos will be 1.5 minutes long.

Solos will be determined by the senior coaches, with Board approval, per the following criteria.

Criteria:

1. The skater must have passed the pre-juvenile freestyle or competed at the preliminary artistic level and placed 1st or 2nd at least two weeks prior to the ice show.
2. Attendance will be monitored. Coaches will report attendance concerns to the Board of Directors at monthly board meetings. The Board of Directors will address attendance concerns with skaters and their parents.
3. The skater must enter and participate in at least one competition during the skating season.
4. The skater must demonstrate a positive attitude, respect toward coaches and other skaters, unity, and dedication.* (Level of achievement for this criteria component determined by the coach(es).)
5. The skater must fulfill his/her Helper obligation as outlined in the Helper Policy.

(policy continued on the following page)

International Falls Figure Skating Club Ice Show Solos and Features Policy, continued

Graduating Seniors

All graduating seniors will be offered a solo if they meet the criteria outlined below. The test level of the graduating senior does not apply. The length of the solo is determined by the overall number of solos as outlined under *Solos* above.

1. The skater has been a senior skater for the past 3 consecutive years.
2. The skater meets criteria # 2-5 outlined above.

Graduating Senior Feature

If there is more than 1 graduating senior, all graduating seniors will be highlighted in a Graduating Senior Feature that does not include break off solos.

Features – Duets, Trios, Quartets, etc.

Features will be up to 4 minutes long.

With Board approval, the Senior coaches will divide the senior level skaters into an appropriate number of Features based on the skaters' abilities and how skaters can best enhance each other during a performance.

Senior skaters must meet criteria #2, 4, and 5 outlined under Solos above in order to participate in a Feature.

Other ice show parts for Senior Skaters

Senior Line routines will be up to 5 minutes long.

All Senior Skaters will participate in the All Senior Line and the Senior Line 1 or 2 provided he/she meets criteria #2, 4, and 5 outlined under Solos above

***Expanded description for Criteria #2**

Attitude – Skaters maintain a positive and encouraging attitude about skating, the Club, and being a Helper while at the arena and in school.

Respect toward Coaches and other Skaters – Skaters treat others as they want to be treated. Skaters respect the judgment and leadership of coaches. Skaters are respectful of coaches and other skaters both on and off the ice.

Unity – Skaters act as part of a team and understand their role as a Club member.

Dedication – Demonstrated through attendance, willingness to assist, and eagerness to learn.

Note for the Record

Leads for Snowplow Sam and Basic 1 are no longer a highlighted part of the ice show. Senior skaters will be assigned to help the Snowplow Sam and Basic 1 groups during the ice show, but no one will be given the role of a lead.

Policy adopted by the International Falls Figure Skating Club Board of Directors on August 11, 2010.

International Falls Figure Skating Club Ice Show Practice and Dress Rehearsal Attendance Policy – Ice Show practices will begin on Tuesday following the President’s Day holiday in February.

Ice Show Practices

Skaters participating in the annual ice show are allowed to miss two (2) ice show practices without being disqualified from participating in the ice show

Coaches will take attendance at each ice show practice.

If a skater misses more than 2 practices and does not participate in the ice show, parents/guardians still need to pay for the skater’s ice show costume. If a skater chooses to not participate in the ice show once ice show practices begin, parents/guardians still need to pay for the skater’s ice show costume and either fulfill their ice show volunteer commitment selected at registration or pay the \$50 non-participation fee.

Dress Rehearsal – Thursday evening prior to ice show

Attendance at the Ice Show Dress rehearsal on the Thursday prior to the ice show is mandatory. This policy is in place for the following reasons:

- the number of ice show practices are limited due to ice time available
- ice show routines are a group production; when skaters are absent, it is difficult for the remaining skaters to time the elements of the routine and to get a feel for the role each skater plays
- the ice show is the time for skaters to show off their skating skills; ice show practices result in a polished routine
- during dress rehearsal the skaters perform their routine in costume and skate the grand finale routine with all other skaters

Only under extraordinary circumstances will skaters be allowed to miss more than two ice show practices or the dress rehearsal. Absences will be determined excused at the discretion of the Coach. Parents/Guardians need to inform the coach of expected absences in advance.

Notes:

- During years when the ice show occurs on the weekend after Easter, this policy may be modified.
- For skaters who attend school districts other than ISD 361- if there is a conflict with no school days the coach should be notified; skaters will be automatically excused

Policy approved by IFFSC Board of Directors on February 10, 2010

International Falls Figure Skating Club Helper Policy

In order to make the International Falls Figure Skating Club (IFFSC) a viable and successful Club, junior and senior level skaters are needed to assist coaches with group lessons. The role of Helper is a requirement for all junior and senior level skaters in the grades outlined below. Skaters do not receive monetary compensation for their role as a Helper.

Junior Skaters – grades 5-12

- Skaters in grades 5 through 12 who are in Juniors at the beginning of the season will assist coaches with the Snowplow Sam group lessons. Skaters in grades 5 through 12 who pass into Juniors during the season may be asked to be a Snowplow Sam Helper.
- The Helper Coordinator will assign enough Junior Skaters to ensure that there is at least one helper per 1-2 Snowplow Sam skaters at the beginning of the season. As the season progresses and the skaters improve, the number of helpers needed during each group lesson is expected to decrease.
- Helpers will be assigned one month at a time for the entire season. Skaters will likely need to be a helper more than once a season.
- Coaches will take Helper attendance prior to the start of each lesson.

Senior Skaters – grades 7-12

- Skaters in grades 7 through 12 who are in Seniors at the beginning of the season will assist coaches with the Basics 1-8 or Junior group lessons. Skaters in grades 7 through 12 who pass into Seniors during the season may be asked to be a Basics 1-4 Helper, but not a Basics 5-8 or Juniors Helper.
- The Helper Coordinator will assign at least two Senior Skaters for each Basics 1-4, Basics 5-8 and Juniors group lesson time. Additional Helpers will be assigned if warranted by group sizes.
- Helpers will be assigned one month at a time for the entire season. Skaters will likely need to be a Helper more than once a season.
- Coaches will take Helper attendance prior to the start of each lesson. Attendance at assigned group lessons is one of the criteria for lettering.

(policy continued on the following page)

International Falls Figure Skating Club Helper Policy, continued

All Helpers are expected to abide by the following guidelines:

- Helpers will be on the ice and ready to help by the scheduled time.
- If a Helper cannot attend an assigned lesson, he/she will find his/her own replacement. The Helper or his/her parents will inform the coach, via phone or email, about the replacement.
- Helpers will follow the direction of the coach.
- Helpers or his/her parents/guardians will report concerns or issues to the Helper Coordinator in a timely manner.
- Helpers are expected to wear their IFFSC provided Helper t-shirt when on the ice.
- Skaters must attend a pre-season Helper workshop.

Exception to the grade range for helpers: If the number of helpers required to cover Basics 1-4 cannot be met by the current number of Junior and Senior level skaters, the Board may decide to expand the grade range to include skaters in 5 & 6th grade.

Helper Policy Adopted by the IFFSC Board of Directors on August 11, 2010

IFFSC Testing Policy for Basic and Junior Skaters

Regular Season and Summer Session testing will adhere to the following testing procedure:

Testing will be held up to 5 times a year, 4 times during the regular season and once at the end of summer skating. Test sessions will be scheduled monthly and everyone will have the opportunity to test at that time (testing will **ONLY** be allowed at specified test sessions, if a skater is ill or unable to attend a test session the skater must contact the coach so they can make arrangements to have the skater tested at a later date). Snowplow Sam will not have a regular test session; they will be moved to Basic 1 at the coaches' discretion prior to the December test session. Placement for the Ice Show will be set after the December test session.

Testing Outside IFFSC:

- If a skater receives additional instruction elsewhere and has advanced (tested) to another level of skating, IFFSC will honor this advancement if the skater provides a letter signed by a certified coach where the testing took place and/or the test sheet showing the successfully passed test.
- The skater must have the attached IFFSC Testing Form signed by his/her coach, his/her parent and a member of the IFFSC Board of Directors **prior** to testing outside the IFFSC.

IFFSC Testing:

- Testing will not be done during private lessons.
- During private lessons, a coach may allow skaters to work on skills in other levels if they feel the skater is ready to advance.
- At the advisement of a coach, a skater may test more than one level at a time. (This advisement must come from a coach, not the skater or the parent.)
- While testing, the skater will be given 3 attempts to pass an element. If the element is not completed successfully after the 3rd attempt, the skater will not pass that element. The coach CANNOT allow the skater to go back and practice and retry. Once the skater does not pass an element it cannot be retested until the next test session.
- The coach may not show the skater how to do the element they are testing, it is important that the skater not only knows how to do the element, but what the element is by name.
- During test sessions, the coach will have 2 sheets and will check a pass or retry box. One copy will be kept in the skaters file and the other will be given to the skater so he or she knows what elements they need to work on. The skater will continue to work on passed skills, but will not be required to retest these skills at the next test session.

(policy continued on the following page)

IFFSC Testing Policy for Basic and Junior Skaters, continued

New Skater Placement/Transfers:

- Older skaters registering for the first time will be evaluated by the basic coach during the first 2 weeks of skating and placed in the level of their ability.
- If a skater transfers from a club that has the USFSA Basic Skills program, the skater will be placed in their current skating level.
- If a skater transfers from a club that is not a member of the USFSA, the skater will be evaluated by the Basic and/or Junior coach and placed in the correct level of skating.

[The following form can be found at www.iffsc.org.]

IFFSC Testing Form

Any Basic or Junior skater that has the opportunity to receive additional instruction from another club (that will include testing) must have this form filled out and signed **prior** to testing at that club.

It must be signed by the skater's coach, the skater's parent and a member of the IFFSC Board of Directors. Once the skater returns, proof of the passed test must be provided to the test chair (letter from the professional coach that did the testing or a test sheet from that club). If these two items are not presented to the IFFSC Test Chair, the test advancement will not be honored.

I, _____ (skater's name), will be attending a test session at _____ (club name). My USFSA # is _____ and I am currently at the _____ level. When I return to my home club I will provide the IFFSC Test Chair with a letter or a test sheet from a professional coach as to what testing I have passed.

Skater's Parent

Skater's Coach

IFFSC Board Member

Testing Policy Adopted by the IFFSC Board of Directors on September 8, 2010

IFFSC ACADEMIC STANDING, CONTROLLED SUBSTANCE, AND BEHAVIOR POLICY

Academic Standing

All skaters are expected to maintain passing grades in the classroom. If a skater does not maintain passing grades, said skater will be suspended from skating and not allowed to travel to out-of-town competitions or testing for a two-week period of time. At the end of the two-week period, a skater achieving a passing grade will again be allowed to participate. However, any skater not receiving a passing grade at this point will be suspended for an additional two (2) week period. Skaters who do not attend ISD 361 may need to provide proof of passing grades.

Chemical and/or Tobacco Use and/or Abuse and Racial and Sexual Harassment and Violence Policy

Any skater at any level involved in chemical and/or tobacco use and/or abuse and/or acts of racial and/or sexual harassment, and/or violence will be suspended according to Minnesota High School League rules.

During the school year (meaning the entire school year and any portion of any activity season which occurs prior to the start of the school year or after the close of the school year),
REGARDLESS OF QUANTITY, A STUDENT SHALL NOT:

- a. use a beverage containing alcohol
- b. use tobacco or tobacco products
- c. use or consume, have in possession, buy, sell or give away any other controlled substance, or
- d. be involved in acts of racial or sexual harassment and violence as detailed in the School District #361 policy

PENALTY

- a. **FIRST VIOLATION:** After confirmation of the first violation, the student shall lose eligibility for the next two (2) weeks of the season in which the student is a participant. No exception is permitted for a student who becomes a participant in a treatment program.
- b. **SECOND VIOLATION:** After confirmation of the second violation, the student shall lose eligibility for the next six (6) weeks of the season in which the student is a participant. No exception is permitted for a student who becomes a participant in a treatment program.
- c. **THIRD AND SUBSEQUENT VIOLATIONS:** After confirmation of the third or subsequent violation, the student shall lose eligibility for the next twelve (12) weeks of the season in which the student is a participant. If, after the third or subsequent violation, the student on his/her own volition becomes a participant in a chemical dependency program, the student shall be certified for reinstatement in said activity after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.
- d. A student shall be disqualified from all skating activities for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate, and then is subsequently found guilty of the violation.

(policy continued on the following page)

**IFFSC ACADEMIC STANDING, CONTROLLED SUBSTANCE, AND BEHAVIOR
POLICY, continued**

THEFT, VANDALISM OR SEXUAL HARRASMENT

If you are caught engaging in any of these activities you can be suspended or terminated by the decision of the IFFSC Board of Directors.

Policy Adopted by the IFFSC Board of Directors on September 8, 2010

X. PARENT INVOLVEMENT

The International Falls Figure Skating Club Board of Directors has the power to suspend Parents, Skaters, Coaches, or Directors by the majority vote.

Parents need to be familiar with the policies included in this handbook and assist in the attainment of the objectives of the International Falls Figure Skating Club.

1. It is encouraged that any and all parents of any and all figure skaters feel free to attend IFFSC meetings.
2. In order for your child to skate you must **not** have any **outstanding balance** due for private lessons or other skating fees.
3. Parents are encouraged to read the Parents' Code of Conduct as attached hereto and made a part thereof. The Board may take appropriate action when a parent violates the Code of Conduct in a manner which is detrimental to the IFFSC home or away. Parents in violation shall receive a board letter created for this issue.
4. Below is the Conduct letter adopted by International Falls Figure Skating Club Board members. In the event that the Board needs to address a situation concerning a parent or fan, the Conduct letter below will promptly be sent to the individual(s).

CONDUCT LETTER FOR INTERNATIONAL FALLS FIGURE SKATING

"Dear _____,

Your conduct at the _____ has been brought to the attention of the International Falls Figure Skating Club's Board of Directors.

Our skating association has always encouraged parent involvement in our program. We will **not** tolerate abusive behavior toward skaters, coaches, team members, board members or fans during any activity which is connected with our skating club. Parents have no business interfering with the skaters during lessons, competitions, exhibitions, testing, or ice show. Please, let the coaches coach and our skaters skate.

A parent needs to provide support and positive encouragement and be an outstanding role model for the skater. Figure skating is not life or death. The rewards for a young athlete starting out in a skating program should be immediate. These rewards are not just advancing to next level. There are many ways to be part of a club, including having fun, learning skating elements, enjoying time with other skaters, participating in competitions and testing, and learning to skate by the rules.

Parents must realize that their actions affect not only their child, but other children in the Club. Parents' conduct can and will affect the way in which their child is accepted socially by other skaters.

We as a board will not penalize the skater for a parent's conduct. If this issue arises again, you will be banned for the remainder of the skating season from all International Falls Figure Skating Club activities.

We have enclosed "The Ten Commandments for Parents of Athletic Children." These commandments are attached hereto and are a part of the International Falls Figure Skating Club Policy handbook.

We hope this resolves this issue and will allow you to better enjoy your child's time in figure skating.

Respectfully,

International Falls Figure Skating Club Board of Directors

International Falls Figure Skating Club
2010-2011 Board of Directors

BriAnne Bowles
800 10th St
International Falls MN 56649
(218) 283-3685
beetle0615@yahoo.com

Jill Herzig
2164 Town Road 489
International Falls MN 56649
(218) 286-3366
therzig@frontiernet.net

Tammy Sjoblom
3173 County Road 20
International Falls, MN 56649
(218) 286-3551
tsjoblom@midconetwork.com

Sarah Christianson
119 Park Avenue
International Falls MN 56649
(218) 283-2676
sarahandbob4@hotmail.com

Janice Hoopman
4385 County Road 90 E
International Falls MN 56649
(218) 283-3859
jhoopman@frontiernet.net

Chantelle Spuzak
RR1 RMB111
Fort Frances, Ontario P9A3M2
(807) 274-0505 (home)
(807) 275-6808 (cell)
studio1999@hotmail.com

Kris Foss
2834 County Road 69
International Falls MN 56649
(218) 283-3152
familyfoss@hotmail.com

Karina McLellan
405 Shorewood Dr
International Falls MN 56649
(218) 290-3929
kittelson@hotmail.com

Sarah Valentine
1319 9th St
International Falls MN 56649
(218) 324-1516
sarahlilander@yahoo.com

Leanna Hasbargen
3197 County Road 2 South
International Falls MN 56649
(218) 283-0713
leannarh@frontiernet.net

Kathleen Przybylski
3380 County Road 20
International Falls MN 56649
(218) 324-1716 (cell)
kathprzy@gmail.com

Dena Wenberg
1305 17th St.
International Falls MN 56649
(218) 283-4614
dbudy1@yahoo.com

Michelle Hedlund
1402 16th Street
International Falls MN 56649
(218) 283-4013
morgan09302000@yahoo.com

Erin Rousseau
1628 4th Ave E
International Falls MN 56649
(218) 283-2489
(218) 324-1347 (cell)
erinrousseau@yahoo.com

Kristen Wold
3606 County Rd 21
International Falls MN 56649
(218) 286-3527
kwold@frontiernet.net

International Falls Figure Skating Club's Policy & Conduct Handbook

Signature Page

I, _____, have read and understand the contents of the International Falls Figure Skating Club's Policy and Conduct Handbook 2010-2011.

I agree to abide by the Parents' Code of Conduct as outlined in the International Falls Figure Skating Club's Policy and Conduct Handbook 2010-2011.

Printed Name

Signature

Date