



SUMMER TRAINING CAMP

POLICIES AND PROCEDURES

The Director of Programming and Skating and the Director of Figure Skating Development (the "Directors") are in charge of upholding the Policies and Procedures of the Alltel Ice Den (the "Facility") for all skating programs. The Directors have the final decision regarding all Policies and Procedures and all skating sessions.

SESSIONS:

Skaters must skate on sessions determined by the highest USFS test passed as of May 24, 2008. ISI skaters must skate at the corresponding USFS level. Reservations will not be honored in the event of a skater's misrepresentation of their test level.

- **OPEN:** Open to all skaters who have passed Basic 6 or above. Skaters at levels lower than Basic 6, must be accompanied by a coach for at least a portion of the session.
- **JUVENILE - SENIOR:** Skaters who have passed the Juvenile Freeskate test or Juvenile Pair test or higher. Adult skaters who have passed the Adult Silver Freeskate test or higher. Dancers who have passed all of the Pre-Silver dances.
- **INTERMEDIATE THRU SENIOR:** Skaters who have passed the Intermediate Freeskate test, Intermediate Pair test, Dance Teams passed Intermediate Free Dance test or higher. (No individual dance allowed)
- **JUNIOR-SENIOR:** Skaters who have passed the Junior Freeskate test, Junior Pair test, Dance Teams passed Junior Free Dance test or higher. (No individual dance allowed)
- **DANCE OR MOVES:** Open to all skaters who are working on dances or moves in the field tests only. (No pairs allowed)
- **DANCE PRACTICE/LESSONS:** Individual Dancers allowed on all open FS sessions. Dancers wishing to dance on Juv-Sr level freestyle sessions must have passed the following Dance level:
 - Juv-Sr Freestyle Sessions – Dancers must have passed all of the Pre-Silver dances.

SPECIALTY CLASSES: Specialty classes are designed to develop proper skating technique, power and endurance together with increasing edge quality and footwork in skating. Classes will be conducted in spins, jumps, footwork, stroking, edge and field moves.

§ #1 Passed Pre-Preliminary FS – Juvenile Freeskate levels

§ #2 Passed Juvenile Freeskate - Senior Freeskate levels

OFF-ICE CLASSES: Off-ice class groups are **NOT** based on skating levels (except for the Off-ice Jumps class). Age, physical ability, and maturity are all factors that are considered. The instructors will notify participants if they feel that a participant should be moved to a different class level. Participants must have proper training shoes and attire to participate in all classes.

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- **OFF-ICE JUMPS: CLASSES HELD AT VELOCITY SPORTS PERFORMANCE**
Classes will focus on jumping techniques, rotation and landing positions. Skaters should be participating in Freeskate 4 or higher. Participants must have proper training shoes (no flip-flops or bare feet) and exercise clothing to participate in all classes, **NO EXCEPTIONS.**
- **STRENGTH AND CONDITIONING: CLASSES HELD AT VELOCITY SPORTS PERFORMANCE**
Classes will focus on strength, power and cardiovascular conditioning. Participants must have proper training shoes (no flip-flops or bare feet) and exercise clothing to participate in all classes, **NO EXCEPTIONS.** Exercises will be age appropriate. Age 7 & up.
- **BALLET: CLASSES HELD AT PLUMB PERFORMING ARTS CENTER**
All classes will focus on body alignment, posture and extension. Skaters must wear ballet slippers. Attire must be either skating attire or ballet attire (black leotard and pink tights). Hair must be securely tied back in a bun or ponytail.
 - **Beginner Ballet:** Class will emphasize standard basic ballet positions and will be structured to assist the figure skater with correctness of posture, balance and head/arm positions. Ballet instructors will evaluate all participants to ensure proper class placement.
 - **Beginner- Intermediate:** Participants must know standard basic ballet positions with correctness of posture, balance and head/arm positions. This class will introduce more difficult ballet exercises covering the barre, center and diagonale. Ballet instructors have the authority to transfer students to the lower level class if further development of the basic skills is necessary.
 - **Int/Advanced Ballet:** Participants must have completed at least one consistent full year of ballet classes. This class will cover more difficult ballet exercises covering the barre, center and diagonale. Ballet instructors have the authority to transfer students to the lower level class if further development of the basic skills is necessary.

SESSION CONTRACTS

- **Sold Out Sessions:** All sold out sessions will be posted on the Bulletin Board in the locker room hallway. No "stand-by" or "wait list" skaters will be taken on **ANY** sold out sessions.
- **Drop-in Sessions:** If a skater wishes to skate or attend additional sessions or classes, they must purchase a "Drop-In" ticket from the Cashier at the "drop-in" rate. Tickets for sessions before 7:00 am must be purchased through the Music Attendant. Music Attendants will accept cash or checks only, no credit cards. **Only "Training Camp" tickets will be accepted for summer sessions/classes.**
Contract Changes: Changes to your session choices must be done through the Administration Office within 48 hours of missing a session to reschedule or receive a credit (480) 473-5811. Four changes/credits are permitted per month for any sessions. A change consists of one or all sessions originally scheduled per day. **NO REFUNDS OR CREDITS FOR OFF-ICE CLASSES.**
- **Refund Policy:** No refunds will be given to a registrant who leaves on their own accord. The only exception will be a major medical problem affecting the registrant and confirmed by a physician's statement. All refund requests must be submitted in writing and addressed to the Director of Administration.

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DISCOUNTS GIVEN ONLY IF CONTRACT IS RECEIVED BY DEADLINE DATE

- Early Bird discount of \$25.00 will be applied to Camp Contracts totaling \$250.00 or more and received by the Administration Office by the deadline date.
- If a skater purchases at least 50 on ice sessions but less than 75 sessions, a discount of 5% will be applied to the total fee.
- If a skater purchases 75 on ice sessions or more, a discount of 10% will be applied to the total fee.
- The Administration Office will calculate all applicable discounts to the contract.
- Multiple discounts may apply.

GENERAL RULES

- All skaters are required to use the assigned Locker Rooms to change their skates. Locker room assignments will be posted on the television monitors or posted signs located in the lobby of the Ice Den. **Please do not change your skates in the Lobby of the Ice Den.**
- Parents may accompany their skaters to the Locker Rooms in order to assist them with their equipment.
- All skaters must enter and exit the ice via the assigned hallway. No other doors are to be used (unless emergency situations arise). At the end of a session, the same door will be opened for skaters to exit or enter for the next session.

SESSION RULES

- Skaters must check-in with the Music Attendant (located at the side of the rink in the penalty box area) at the start of each session.
- Sessions may not be "split" in order to accommodate lesson times.
- Tardiness on sessions must be kept to a minimum. You will not lose your session space if you are tardy; however, it is disruptive to the Music Attendant, coaches and other skaters.
- Skaters are not permitted to wear personal headsets of any kind while skating on any Freestyle sessions. Coaches only are permitted to use hand-held music systems for choreographic purposes.
- Skaters are required to ask permission from their coach or any other coach if they need to leave in the middle of a session for any reason (i.e.- restroom, music, Kleenex, etc.)
- All session times are subject to change. Reasonable notice of changes will be given to all coaches and contracted skaters whenever possible.
- Anyone who has not paid will not be permitted to skate a session.

PARTICIPANT CONDUCT

- **ON-ICE:**
 - **RIGHT OF WAY** - The skater doing their program with their music and wearing the green belt has the right-of-way. Please be courteous and stay out of their way.
 - Socializing or horseplay on sessions will not be tolerated. For safety reason, pay attention to other skaters. Skaters are expected to work – wasting time is wasting money!
 - Swearing, kicking the ice, temper tantrums, unsportsmanlike conduct, etc., during any freestyle session will result in immediate dismissal from the session. Any coach has the right to dismiss any skater. If a skater continues to misbehave, a Director will immediately be contacted and the skater will be asked to leave and their parents notified.
 - All skaters and coaches are requested to patch holes at the end of each session prior to a resurface regardless of whether or not they created the holes. The Zamboni Driver will provide a bucket of ice. If a skater creates a large hole during any session, please make an effort to patch it immediately.
 - Coaches or skaters are not permitted on the ice at any time during a resurface. Zamboni drivers are instructed to terminate the resurface and leave the ice "as is" until the next scheduled resurface if this rule is not observed. Zamboni doors must be closed prior to skaters entering the ice.
 - All skaters and coaches must pick up sweaters, garbage, tissues, water bottles, etc. from the rink boards after their sessions. Please keep the rink tidy at all times.
- **OFF-ICE:**
 - Disruptive, immoral, unethical or illegal behavior while in the Facility is not acceptable. Any such behavior will result in appropriate disciplinary action.
 - Anyone caught damaging, stealing or displacing another persons' belongings will be dealt with to the fullest extent of the law.
 - Use, ingestion, possession or trafficking of intoxicants, illegal drugs or any controlled substances is strictly prohibited while participating in any program or session offered at the Facility.
 - Conduct warm-up exercises and off-ice exercises in a non-traffic area of the Facility.

DRESS CODE

- Proper skating or exercise attire is MANDATORY.
- No jeans, shorts, halter-tops or exercise bras
- **No bare midriffs** - tops or shirts must completely cover the midriff area.
- No baseball caps.
- Long hair must be neatly tied back.
- Laces of skates tucked in.

MUSIC SYSTEM

- Whenever possible, a Music Attendant will monitor all Freestyle Sessions.
- Music Attendants will be in charge of playing programs and warm-up music for each session.
- On non-busy sessions, Music Attendant will start playing skater programs five (5) minutes after the start of each session. Music will be played upon request and will be placed in line at the time of the request. If coaches place a request, the Music Attendant will alternate between the coaches' requests and the skater's requests. Otherwise, music will be played in a structured order.
- Each coach will be permitted one (1) request every 15 minutes of lesson time per student. Requests must be made for students in lessons only.
- Re-starting will be permitted only if there is a problem with the music within the first 30 seconds.
- Dance music may be played on any Freestyle sessions as requested.

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PARENT CONDUCT

- Parents must view Freestyle Sessions from the bleacher area or lobby area only.
- Parents are not permitted to "coach" or "instruct" skaters from the bleachers or lobby areas. It is hazardous to all others on the ice if a skater is coached from the bleachers. Please be positive and supportive at all times.
- Parents and visitors may enter the Player Bench area only upon permission by a Director to videotape or photograph their skater.

COMPLAINTS

- Any and all complaints from skaters, parents or coaches must be submitted in writing, signed and mailed to: Julie Patterson, Director, Alltel Ice Den, 9375 E. Bell Road, Suite 101, Scottsdale, AZ 85260

COACHES' ROOM

- Neither parents nor skaters are permitted in the coaches' locker room at any time.

FIRST AID

- Emergency phones are located at the Penalty Box area. These phones are for emergency use only. Emergency/First Aid supplies are located at the Skate Rental area in the Coyotes Rink and the Administration Office in the main lobby. Ice bags are available behind the Skate Rental counter in the Coyotes Rink.