

Crystal Ice Figure Skating Club
Crystal Edge
Synchronized Skating Team Handbook



Synchronized Ice Skating involves 5 to 20 skaters on the ice at the same time and is made up of complex formations and maneuvers, footwork, changing hand and arm holds, deep edges, sharp changes in direction, and complete uniformity. Like figure skating, synchro requires grace, speed, endurance, agility, and rhythm.

The Mission of Crystal Ice Figure Skating Club's (CIFSC) Synchronized Skating Program is to help our skaters grow as athletes and individuals by teaching teamwork, goal setting, responsibility, discipline, and commitment in all aspects of life.

Synchronized skating is open to skaters in Basic 4 or higher. Our program is designed to provide growth and development for all skaters, and tries to provide any interested skater an opportunity to participate. In addition, the program is intended to build friendships, loyalty, dedication, time management and sportsmanship with fellow skaters.

The Crystal Edge Synchronized Figure Skating program holds evaluation camps each spring. Placement takes into consideration skill, Learn-to-Skate level, age, behavior, size and team levels available for the current season.

All skaters and Parents/Guardians must abide by the current Synchronized Skating Handbook and sign the Skater Pledge and Parent/Guardian Pledge. Synchronized Skating Team Members will also adhere to the USFSA Code of Conduct.

If you have any questions or would like more information about our Synchronized Skating Program, please email us at cifcsynchro@gmail.com.

SEASON COMMUNICATION

The method of communication for CIFSC Synchronized Skating Program between coaching staff, skaters and parents/guardians is the Heja app. This platform will be used for providing RSVPs for practices and events, delivering important reminders, updates, and schedule changes throughout the season.

To ensure timely and effective communication, we strongly encourage all participants to enable notifications for Heja.

Skaters and families will use the RSVP function for all scheduled practices, events, and competitions. Accurate RSVPs are essential for managing attendance and planning practices effectively. The coaching staff will use Heja responses to monitor participation throughout the season.

If you experience any issues with the Heja app, please notify the coaching staff promptly for assistance.

COST BREAKDOWN

Synchronized skating fees include:

- Coach compensation
- Practice ice time
- Competition entry fees

All skaters are required to have an official synchro team jacket for practices and competitions. An apparel order will be available prior to the start of the season for new skaters or those needing a replacement.

Families are also responsible for additional personal expenses, including:

- Team dress and tights (ordered at the beginning of the practice season)
- Makeup (list provided)
- Travel
- Hotel accommodations (optional)

All payments will be processed through CIFSC and managed by the club treasurer.

A \$100 non-refundable deposit is due upon commitment at the start of the season. The remaining balance will be invoiced, you can choose to pay the balance in full or split it in two equal installments during the season.

CELL PHONE POLICY

To support focus, safety, and team unity, cell phone usage will not be permitted during any practice, competition or team events. This includes any meetings or locker rooms. If there are emergency circumstances the skater needs to be accessible, they may ask the coach to hold on to the phone. Skaters are expected to be fully present and engaged at all times. In addition, if skaters are found to be using their phones by means of taking photos, videos or use of social media the situation will be referred to the SkateSafe coordinator to handle per club and USFSA regulations.

PRACTICE EXPECTATIONS

Attendance and punctuality for all scheduled practices are mandatory.

Skaters are expected to attend practice even if they are unable to skate or fully participate. In the event this is not feasible please contact your head coach directly as soon as possible.

- **Initial Season Period:**

The first five weeks of the season are critical to the creation and foundation of the routine. Skaters who are tardy or miss a practice during this period will be contacted by their coach to discuss their attendance.

- **Pre-Competition Periods:**

The weeks between each scheduled competition, skaters are expected to maintain regular attendance. Skaters who are tardy or miss a practice during this period will be contacted by their coach to discuss their attendance.

Frequent or ongoing absences may result in changes to performance opportunities and/or the removal of any team leadership roles, at the discretion of the coaching staff.

By following this policy, skaters contribute to a productive and supportive team environment.

To promote unity, safety, and focus—and to minimize visual distractions—the following attire is required for all practices:

- Solid black shirt *or* the official synchro warm-up jacket
- Black athletic pants
- Tennis shoes for all off-ice practices (participation will not be allowed for safety reasons if improper shoes are worn)
- All hair must be pulled back and secured away from the face and shoulders, no loose strands or claw clips
- No dangly jewelry, including earrings, necklaces, or bracelets, as these pose safety risks

COMPETITION EXPECTATIONS

Attendance is mandatory for all skaters, including those not competing in a given event. Unexcused absences from a competition may result in disciplinary action, including potential ineligibility for the next scheduled competition.

Coaches will provide all necessary competition details, including directions, practice times, competition times, and other event-related logistics.

All skaters must wear the following required attire at competitions:

- Official competition dress
- Weismann tights, color: suntan
- Team warm-up jacket and Black pants
- Athletic shoes
- Designated competition hair and makeup
- No jewelry is allowed during on-ice performances
- No nail polish is allowed

Skaters are required to remain in team attire until they exit the competition venue.

Prior to each event, skaters must ensure skate blades are sharpened and screws are secure, skate guards are labeled and in good condition, and extra tights (without holes) and replacement laces are packed.

To maintain a focused and respectful competition environment, only coaches and skaters are permitted in the locker rooms. Coaches will be available to assist with skates as needed.

While traveling, skaters represent the entire club and serve as a “showcase” to judges, officials, and spectators. Skaters and their families are expected to uphold the highest standards of behavior at all times, including at hotels, restaurants, and while in transit.

ANNUAL ICE SHOW EXPECTATIONS

Participation in the annual ice show, including all practices, are mandatory and marks the conclusion of our synchro season.

Skater's Pledge (signed electronically)

- I will give my best at all practices, classes, exhibitions and competitions. I will demonstrate excellent cooperation, conduct, teamwork and sportsmanship.
- I will treat my team members and coaches with respect at all times.
- I will attend all practices. I understand attendance is very important to improve my skating skills, and help my team grow and improve. If a practice must be missed due to illness or injury, I will ask my parent/guardian to notify the Coaches in writing.
- I understand that absences and tardiness may result in disciplinary action.
- I will be responsible for giving all communications to my Parents/Guardian. I will also read all Heja messages if allowed access by parent/guardian
- I will arrive 5-10 minutes before each practice and ready for off-ice.
- I will wear the proper clothing as stated in the handbook for each practice and competition.
- I will not act in a manner that is disrespectful, illegal or immoral and not be involved in any altercation that is an embarrassment to me or the team.
- I will respect other people's belongings and will not touch anything that does not belong to me unless I am given permission to do so.
- I will not use or possess tobacco of any kind, unauthorized drugs, or alcoholic beverages of any kind. I will not attend events or parties where drugs or alcohol are being consumed or made available (family events excluded).
- I understand that misconduct violations will result in disciplinary action.
- I will follow the coach's request regarding additional skating necessary to improve my skills for the overall good of the team.
- I will not use my phone through means of taking photos, videos or use of social media during any synchro related event.

Print Skater's Name

Skater's Signature

Date

Parent/Guardian Pledge (signed electronically)

- I am responsible for having my skater at all practices, exhibitions and competitions at the proper time.
- I am responsible for completing 1 hour of volunteering at the Synchro Home Competition.
- I am responsible for paying all fees in a timely manner.
- I will attend any meetings the Synchronized Skating coaches deem necessary.
- I will check Heja for communication types for notices in a timely manner, on a regular basis.
- I will demonstrate respect to all coaches. This includes refraining from foul language or exhibiting any other signs of undesirable conduct.
- Except in emergencies, I will not talk to, disturb or interfere with the coaches or skaters in any way during practice or competition.
- I will secure adult supervision for my child and have a waiver signed on-hand for emergency medical release when I am unable to attend a competition. When attending overnight competitions, I will not leave the hotel premises until I have arranged adult supervision for my skater and other siblings.
- If I witness anything of serious concern regarding skaters, parents or coaches, I have a responsibility to bring my concerns to the synchro coaching staff.
- I have read the current season's CIFSC Synchronized Skating Handbook and agree to abide by the policies set forth within.

Print Parent/Guardian Name

Signature of Parent/Guardian

Date