

# Beaver County Figure Skating Club Handbook



2025-2026

The purpose of the Beaver County Figure Skating Club is to encourage the instruction, practice and advancement of its members in all types of figure skating; to encourage and cultivate a spirit of fraternal feeling among ice skaters; to sponsor, produce, or cooperate in the production of figure skating competitions, exhibitions and shows in accordance with the rules of the United States Figure Skating. The Club shall also perform other acts as necessary, proper, and advisable to the realization of its purpose and to carry out the policies of the U.S. Figure Skating.

**Please save this Handbook as it contains important information for your reference.**

**Every effort has been made to ensure that this handbook is correct. Omissions and errors may be reported to the BCFSC Board.**

**The policies and information in this handbook may change at any time; however, all care will be taken to inform the membership of any changes in a timely manner.**

## **TABLE OF CONTENTS**

**BCFSC Memberships for Current Season – Page 4**

**General Information – Page 6**

**Tentative Club Calendar – Page 9**

**Club Ice Sessions – Page 9**

**Ice Etiquette & Safety Rules – Page 10**

**Fundraising / Volunteer Policy – Page 13**

**Social Media Policy – Page 14**

**Parent Code of Conduct – Page 15**

**Skater Code of Conduct – Page 17**

**Violations of Codes of Conduct – Page 18**

**Competition Award Application – Page 19**

**Handbook Verification Form - Page 20**

**Fundraising/Volunteer Policy Agreement - Page 21**

**Social Media Policy Agreement - Page 22**

Visit: <https://form.jotform.com/252376180842156> to digitally sign the handbook verification and policy agreement forms.

## **About Beaver County Figure Skating Club**

The Beaver County Figure Skating Club is a non-profit [501(c)3] organization sanctioned by U.S. Figure Skating. Club Bylaws have been established to secure compliance with federal and state laws governing non-profit organizations, and to align the club operations with standards established by U.S. Figure Skating. The power of the club is vested in its members. The Club Board of Directors is made up of volunteers elected by the membership to serve and act as Club Officers and Board Members. They represent the membership in the making of policy, establishing and updating bylaws, and filing the required state and U.S. Figure Skating reports and forms.

Board members also select Delegates to the U.S. Figure Skating Governing Council meeting each spring.

## **BCFSC SkateSafe Statement**

The Beaver County Figure 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. Members should not attempt to evaluate the credibility or validity of misconduct allegations as a condition for reporting to appropriate law enforcement authorities. Instead, it is the responsibility of each member to immediately report suspicions or allegations to Jessica DeMaria Pentz, the club's SafeSport Compliance Chair, or [safesport@usfigureskating.org](mailto:safesport@usfigureskating.org). Complaints and allegations will be addressed under U.S. Figure Skating's disciplinary rules and procedures.

The Beaver County Figure Skating Club recognizes that the process for training and motivating athletes will vary with each coach and athlete, but it is nevertheless important for everyone involved in sport to support the use of motivational and training methods that avoid misconduct.

## **Benefits of Membership**

Joining the Beaver County Figure Skating Club is an important step in a figure skater's life as the club becomes your training home. The club environment provides inspiration, encouragement, and support for skaters of all ages. By joining the Club you will also become a member of U.S. Figure Skating or Learn to Skate USA!

Benefits the club offers to its skating members:

- Underwrites several freestyle sessions each week from August through May (helps keep the cost of ice time down)
- Hosts community and social events that members may attend
- Hosts an annual awards banquet to honor member's accomplishments
- Hosts ice shows

Additional reasons for joining:

- More parental involvement will be a win/win for your skater.
- You will have a direct link to all the information provided by the Club Newsletter and U.S. Figure Skating.
- You will have a voice and a vote in club business at the General Membership Meeting.
- By being more involved, you are more likely to have a positive experience in the sport.
- When nominations are being sought for club board positions, you would already be a club member.
- The Club will benefit from a larger membership base.

Of course, being a member of U.S. Figure Skating also means you may have the opportunity to become a member of the U.S., World, or Olympic Figure Skating Team some day!

## **BCFSC MEMBERSHIPS FOR JULY 1, 2025 – JUNE 30, 2026**

**FULL, INTRODUCTORY and JUNIOR members may receive the following benefits:**

- Subscription to Skating Magazine (1 per household - Full and Introductory members only)
- Receive secondary sport accident insurance
- Discount on BCFSC freestyle (Club Ice) sessions.
- Represent BCFSC at U.S. Figure Skating sanctioned events (test sessions, competitions, and shows)
- Certificates of accomplishment for passing U.S. Figure Skating proficiency tests
- Club Newsletter
- Eligible for all Club awards

### **JUNIOR MEMBERSHIP - \$50**

***For skaters taking private/group lessons at the Basic Skills levels (Snowplow Sam - Basic Skills 6)***

- Includes Learn to Skate USA Membership for skating member to register at Compete USA competitions. Skater is **NOT** eligible to test with this membership.
- Includes one BCFSC Parent/Guardian Membership\* for members under the age of 18.
- Includes voting privileges (1 vote per family).
- Receive a Learn to Skate USA Welcome Packet in the mail.

### **INTRODUCTORY MEMBERSHIP - \$120**

***For skaters who have passed all Basic Skills levels. This is a discounted membership for first-time Full club members only.***

- Includes U.S. Figure Skating Membership for skating member to register at competitions AND testing.
- Includes one BCFSC Parent/Guardian Membership for members under the age of 18.
- Includes voting privileges (1 vote per family).
- First-time Full member only (BCFSC or any other U.S. Figure Skating Club)
- Must have passed Learn to Skate USA Basic Skills 6.

### **FULL MEMBERSHIP - \$180**

***For returning BCFSC skaters or skaters transferring from another club.***

- Includes U.S. Figure Skating Membership for skating member to register at competitions AND testing.
- Includes one BCFSC Parent/Guardian Membership\* for members under the age of 18.
- Includes voting privileges (1 vote per family).

### **SUBSEQUENT SKATER MEMBERSHIP - \$100**

***This is a discounted Full membership for families with multiple skaters.***

- Must have a FULL OR INTRODUCTORY MEMBER in the same family/household to qualify.
- Includes U.S. Figure Skating Membership for skating member to register at competitions AND testing.
- Does NOT include voting privileges.

### **ASSOCIATE MEMBERSHIP - \$75**

***For members from other clubs that want to participate in BCFSC shows and events.***

- Does NOT include U.S. Figure Skating membership; must have a current membership in another U.S. Figure Skating Club and be in good standing with that club.
- Discount on BCFSC freestyle (Club Ice) sessions.
- Does NOT include voting privileges.
- Not eligible for club awards.

### **PROFESSIONAL MEMBERSHIP - \$85**

***For BCFSC coaches.***

- Includes U.S. Figure Skating Membership.
- Includes voting privileges.
- Must sign the BCFSC Professional Members Policy and Agreement.
- Must sign the BCFSC Coaches' Code of Ethics, Standards and Conduct from the SafeSport Handbook.
- Must follow all BCFSC Ice Etiquette and Safety Rules for all freestyle sessions.

### **COLLEGIATE MEMBERSHIP - \$125**

***4-yr membership for full-time college students only.***

- Must provide proof of eligibility.
- Eligible only once in lifetime.
- Includes U.S. Figure Skating membership for registering at competitions AND testing.
- Includes voting privileges (1 vote per family).

### **ADD ON: ISI MEMBERSHIP (Ice Skating Institute)-\$45**

***For skaters interested in competing and testing in ISI sanctioned events.***

- Eligible to compete and test in ISI sanctioned events.
- Admission to all ISI activities.
- Eligible for ISI awards.

**\* BCFSC PARENT/GUARDIAN MEMBERSHIP** - Required membership when registering skaters under the age of 18. Voting privileges will be assigned to the adult designated at the time of club registration in Entryeze.

**\*\*VOTING PRIVILEGES** - The following memberships have voting privileges at our General Membership Meetings: Full Members 18 years and over, Introductory Members 18 years and over, Professional Members, Collegiate Members, and BCFSC Parent/Guardian Members.

### **Change of Home Club**

Should a skater wish to change their home club after their membership has been sent to the U.S. Figure Skating, a Change of Home Club Form, signed by two (2) officers, must be completed and sent to the U.S. Figure Skating. Contact the BCFSC President for the appropriate form. The President will advise the Membership Chairman of any such changes.

### **Not Ready to Join the Club Yet? Consider joining the BCFSC Learn to Skate Program.**

- Register with Learn to Skate USA and be assigned to the BCFSC Learn to Skate Program.
- May take private Learn to Skate USA Basic Skills Lessons (Basic Skills Curriculum) with Coach ONLY on BCFSC Freestyle (Club Ice) Sessions - \$8.00 per ½ hour (Basic 1-3 skaters-only permitted on the ice for the duration of the lesson time, Basic 4 (minimum age of 6yo) and up may practice for additional 30 min.)
- Must sign a liability waiver, must follow Ice Etiquette and Safety Rules for all Freestyle Sessions when on lesson during a BCFSC Freestyle (Club Ice) Session.
- Represent BCFSC at U.S. Figure Skating sanctioned events (competitions and shows)
- May participate in the Club's Learn to Skate classes for an additional fee.
- May skate in Club shows in the Learn to Skate group numbers at your skating level.

## **GENERAL INFORMATION**

### **SkateSafe Program**

U.S. Figure Skating and the Beaver County Figure Skating Club strive to provide a safe environment for its members that is free of abuse and harassment. The association will not tolerate or condone any form of harassment or abuse of any of its members, including athletes, coaches, officials, directors, employees, parents, volunteers or any other persons while they are participating in or preparing for a figure skating activity or event conducted under the auspices of U.S. Figure Skating. All forms of abuse and harassment are unacceptable and in direct conflict with U.S. Figure Skating rules.

The U.S. Figure Skating SafeSport Handbook can be found on the U.S. Figure Skating website. It includes policies and guidelines that apply to all U.S. Figure Skating members, clubs, programs and activities.

We encourage all parents to take the SkateSafe training - it is free. For more information contact our SafeSport Compliance Chair, Jessica DeMaria Pentz at [jessica@bcfsc.org](mailto:jessica@bcfsc.org).

### **Communications**

It is our goal to effectively communicate important information with you. Important club information will be posted on the Club's bulletin board at the Beaver County Ice Arena, and the Club's website will be updated on a regular basis ([www.bcfsc.org](http://www.bcfsc.org)). The club will utilize the BAND app as a primary means of communication. Instructions on how to download the app and a link are available on the website. It is your responsibility to check that information on a regular basis. If at any time you have a question or concern, please send an email to [info@bcfsc.org](mailto:info@bcfsc.org) or speak with a Board Member.

### **You Are Invited to Get Involved in the Club!**

The Beaver County Figure Skating Club relies heavily upon your participation with our various activities, events and fundraisers. Your participation not only helps the club, but it also promotes good spirits. It's an opportunity to meet people with similar interests and to have a good time. Please support our skaters by volunteering and working towards our fundraising goals.

A fundraising requirement has been established for all Full, Introductory and Junior Club members, please see the Fundraising/Volunteer Policy and Agreement included at the end of the Handbook for the details.

### **Board Officers and Members**

President: Erin Donovan (2024-2026)  
Vice President: Amber Hajos (2025-2026)  
Secretary: Jennifer Francis (2024-2026)  
Treasurer: Trisha Blinkiewicz (2025-2026)  
Board Member: Tara Akin (2024-2026)  
Board Member: Katherine Bolles (2024-2026)  
Board Member: Dawn Buczko (2025-2027)  
Board Member: Elizabeth Urbanek (2025-2027)  
Board Member: Shawn DeCenzo (2025-2027)  
Board Member: Aimee Sherrick (2024-2026)  
Board Member: Heather Longerman (2025-2027)

### **Standing Committees**

Membership Chair: Betsy Zelina  
Test Chair/Co-Chair: Amber Hajos/Jennifer Francis  
Nominating Chair: Stacey Spirk  
Fundraising Chair/Co-Chair: Amber Hajos/Elizabeth Urbanek  
Show Chair/Co-Chair: Shawn Decenzo/Tara Akin  
Learn to Skate Director: Katherine Bolles  
SkateSafe Compliance Chair: Jessica Pentz

## **General Membership Meetings**

The Club will hold a General Membership meeting sometime between August and September of 2025 and in May 2026. All voting members are required to attend these meetings to remain informed of the Club's activities and to have input on future activities. In the event you are unable to attend a General Membership Meeting, an absentee ballot will be provided to all qualified voting members of the Club. The ballot must then be marked, signed and returned to an Officer who will be in attendance at the meeting, prior to the start of the meeting. *Other special meetings may be called in accordance with our Club Bylaws if necessary.*

## **Club Bylaws and Financial Statements**

The Club Bylaws are available on the Club's website. Financial Statements may be reviewed by appointment, please submit a written request (email communication permitted) to the Board of Directors.

## **Board Meetings and Minutes**

Board meetings are held monthly, this year's schedule for Board Meetings will be posted on the Club's website as soon as it is available. Minutes from all meetings are also posted on the Club's website, usually within one month of the meeting.

## **Club Awards**

The Beaver County Figure Skating Club typically presents awards to BCFSC members. All Full, Introductory, and Junior Club members who have attended competitions or have passed U.S. Figure Skating tests may qualify for these awards.

- **BCFSC Merit Award**- This award is given to the member earning the highest number of points based on U.S. Figure Skating moves in the field tests and free skate tests taken, and passed, during the period of May 1, 2025- - April 30, 2026
- **BCFSC Ice Dance Merit Award** - This award is given to the member earning the highest number of points based on U.S. Figure Skating compulsory dance & free dance tests taken and passed during the period of May 1, 2025 - April 30, 2026.
- **BCFSC Competition Award and BCFSC Learn to Skate USA Competition Award**- These 2 awards are given to the members earning the highest number of points based on competition results for the period of May 1, 2025 - April 30, 2026. To be considered for these awards it is your responsibility to get copies of the results from all competitions you attend. Your results must be submitted with the application for this award. The Awards Application is included at the end of this Handbook for your convenience.
- **BCFSC Skater of the year**-This award is voted on by our membership for the skater that exemplifies the mission of the BCFSC.

## **Ice Shows**

Guidelines and requirements for ice shows will be posted on the Club's bulletin board and the BAND app.



## Club Jackets and Apparel

New info to be announced at the start of the season.

## Test Sessions

BCFSC may schedule in person or virtual test sessions each year, during which club members may be evaluated by certified skating judges. The tests enable skaters to attain skill rankings, established by the U.S. Figure Skating, by demonstrating their abilities before objective judges.

Tests enable skaters to measure their skills, qualify for levels of competition, and obtain tangible rewards for their hard work and progress. With special arrangements, a BCFSC skater may also participate in test sessions sponsored by other U.S. Figure Skating clubs.

## TENTATIVE CLUB CALENDAR OUTLINE FOR 2025-2026

- **Summer Activities**
  - Club ice starts August 19
- **September 2025**
  - Learn to Skate begins 9/4/25
  - Double-Good Popcorn Fundraiser 9/23/25 -9/26/25
  - Club Jacket Sale
- **October 2025**
  - Frankensate 10/18/25
- **November 2025**
  - BCFSC Apparel Sale
  - Fall Fundraising Deadline 11/14/25
- **December 2025**
  - Christmas Show 12/12/25
  - Skate with Santa 12/13/25
  - Secret Skater Gift Exchange 12/18/25
- **January 2026**
- **February 2026**
  - Patriot Skate 2/15/26
- **March 2026**
- **April 2026**
  - Glow Skate 4/11/26
  - Nothing Bundt Cake Fundraiser - TBD
- **May 2026**
  - Spring Fundraising Deadline 5/1/26
  - Spring Show 5/16/26
  - Ice Jam Festival 5/17/26

## ICE TIME – BCFSC FREESTYLE (CLUB ICE) SESSIONS

A freestyle session is ice time designated for figure skaters who wish to practice their jumps, spins, skating skills, and competition/test programs. Up to 25 skaters are allowed on each session. Private skating instruction is also given during freestyle sessions. Members and coaches must sign a waiver, must follow Ice Etiquette and Safety Rules for all Freestyle Sessions before skating on Club Ice sessions.

**There are two types of freestyle sessions:**

- Club sponsored (Underwritten by the Club)
- Ice Arena sponsored (includes Open Ice and Freestyle)

## Beaver County Figure Skating Club Sponsored Freestyle (Club Ice) Sessions

- **Saturday:** 2:15pm-4:15pm
- **Tuesday:** 3:45pm-5:45pm
- **Thursday:** 4:30pm-5:30pm
- **Cost**
  - \$6.00 per ½ hour (\$8.00 for non-members). Ice may be purchased in 30 minute increments.
  - Members must pay for ice **PRIOR** to skating **AND** sign in for their allotted time.
  - Members may pre-pay for ice using the Pay Portal. They are still responsible for signing in with the Club Cashier/Ice Monitor.
  - Cash, check, reloadable club card (for club members), and credit/debit cards are accepted if paying in person when the Club Cashier/Ice Monitor is available.
  - Members will be invoiced based on time entered on the sign-in sheet when the Club Cashier/Ice Monitor is NOT available.
  - All invoices must be paid within 30 days unless there has been a prior agreement.
  - Transaction fees for credit/debit cards will apply.
- **Also available:**
  - Learn to Skate USA/ISI Basic Skills or Hockey Curriculum Lessons (Hockey 1 through Hockey 4 Levels ONLY ) with Coach ONLY- \$8.00 per ½ hour (Skater is only permitted on the ice for the duration of the lesson time. No sticks or pucks.)
  - Must sign a waiver; must follow Ice Etiquette and Safety Rules for all Freestyle Session.

## ICE ETIQUETTE & SAFETY RULES FOR ALL FREESTYLE SESSIONS

It is important that these basic rules are observed by all skaters, coaches, and parents for safety, and to ensure that everyone can make effective use of their ice time. It is important for everyone's safety that all skaters and coaches stay aware of other skaters on the ice.

*Skaters at levels Basic Skills 1-3 must be in a lesson with a coach during club freestyle. Skaters at levels Basic Skills 4-6 (minimum age 6 years) may practice for an additional 30 minutes outside of their lesson. Skaters at levels Aspire 1 and higher may practice independently during club freestyle.*

- If you are a less experienced skater, please be extra careful to stay aware of other skaters and plan ahead to avoid crossing paths or collisions.
- If you are an experienced skater, please be patient with the less experienced skaters. Remember – you were new to freestyle sessions at one time, too.
- Please be understanding if someone gets in your way.
- It is essential to respect other skaters.

- Strive to avoid collisions!
- Keep moving while on the ice, as it is dangerous for you and other skaters to stand still during a session. It is especially important not to stand in the middle of the ice or any of the jumping corners.
- Private lessons with junior coaches are restricted to ONE skater or ONE dance or pair team per lesson on all freestyle. Professional coaches may coach two skaters per lesson on freestyle.

### **Prohibited Behavior**

- Freestyle sessions are meant for skating training; so playing or socializing is not permitted on the ice during freestyle sessions. Please take these activities off the ice.
- Kicking, digging holes, scraping or stomping the ice with your blades and kicking the boards are prohibited. No butt slides, penguin slides, cartwheels, backflips on ice.
- Being verbally abusive to other skaters or coaches is prohibited.
- Deliberately challenging, scaring or intentionally blocking another skater is prohibited.
- Laying or sitting on the ice is prohibited.
- Videotaping anyone other than your own skater is strictly prohibited. This applies to skaters, coaches and parents.
- The hockey boxes and scorekeeper box (music box) are for coaches and skaters ONLY. Parents may observe from the bleachers.
- Parents/Spectators may NOT stand in the doorways.
- Ear buds, headphones and ear plugs are not permitted to be worn on the ice.
- Food and gum are not permitted on the ice. Skates may keep water or sports drinks on the boards. NO glass containers.
- Parents/Guardians/Skaters will not coach skaters from the boards.

### **"On Program" and "In Lesson" Get Priority**

- A skater doing their program to music has the right of way. All coaches and skaters must yield to skaters doing their program.
- All skaters must wear the sash/ribbon when on program.
- Skaters taking lessons have the right of way over general skaters in the session.
- Skaters on the harness also have the right of way. Please be careful of the harness area.
- The harness should never be used during crowded sessions.
- The harness should be used for jumps only.
- Use of club equipment is subject to approval by the board.

### **Singles Moves**

When you are practicing elements like camel spins, back spirals, and jumps, recognize that once you've started the element it will be hard for you to see those around you. Take a good look at your expected path before you start the element and abort it if it looks like you could cause a problem.

### **Pairs Skaters / Ice Dancers**

Be aware that two skaters moving together take up more room than one, and generally can't react as quickly as a single skater. If they are doing a lift, be aware that once a lift is started, getting into the path of the lift is very dangerous for both you and them.

### **Falls and Injuries**

If you should fall, get up quickly. Remember that the other skaters will have a much harder time seeing you when you are down on the ice. Don't stay there any longer than you must. If you see someone who has fallen and may be injured, **do not move them**. If you suspect that someone is **seriously hurt, have someone stand next to them and call for a qualified adult to come and help them**.

### **Music**

- Skaters/Coaches will sign up for program music rotation at each freestyle session. This will be done on the honor system, with the responsibility left to the skaters and coaches. Music will still be played on a first come first served basis and the list will be followed to determine the priority.
- Coaches may play music of the student in a lesson ahead of other skaters. Everyone should appreciate this policy when they are in a lesson enjoying this privilege and graciously accept this policy when they are the ones being asked to wait in line.
- Please do not stop and restart your music if another CD is waiting in line.
- Please handle the music equipment and everyone's CDs with extreme care.
- Please wear the provided ribbon while performing your program so all skaters can easily identify you.
- **Music must be clean and family friendly in words AND content. No foul language, no sexual content, no illicit behavior content. The board reserves the right to deny the use of a particular piece of music for competitions and/or shows. This particular piece of music may not be played during club ice or used with representing the Beaver County Figure Skating Club at competitions, shows or test sessions.**
- Double run throughs will be permitted once daily for Pre-Juvenile and higher Freestyle testing skaters. They must be requested by your coach and performed while in a lesson.

**Final Note:** At skating competitions, test sessions and events, remember that you are representing Beaver County Figure Skating Club, and it's important that your conduct reflects positively on your club. As a Club, we are a team, and we must strive to support all our members and other competitors.

## FUNDRAISING/VOLUNTEER POLICY & AGREEMENT

In order for the BCFSC to offer services and events to its members, we rely on the willingness of the membership to provide the necessary volunteer power and funding required for the implementation of these services and events. Everyone in the Club should be willing to help and their participation is welcomed and appreciated. Without the aid of necessary volunteers and fundraising, we cannot continue providing the same level of services we have in the past.

All **FULL**, **INTRODUCTORY**, and **JUNIOR** members are required to participate in and meet the goal of \$200 per skater each season. **ASSOCIATE**, **COLLEGIATE**, and **PROFESSIONAL** members are not required to participate; however, they may do so at their own discretion. Fundraising obligations will be divided into Fall and Spring. Members must raise \$100 for Fall fundraising by November 14; the second \$100 for Spring fundraising must be raised by May 1.

- There will be multiple fundraising opportunities available (including general fundraisers, Club apparel sale, personal/business ads, and sponsorships). No specific fundraiser will be mandatory; members determine how they meet their fundraising obligation.
- There will be an option to “buy out” of fundraising. This \$200 charge is due before the start of the first Fall fundraiser in September.
- Any MEMBER who does not meet each fundraising goal will receive an invoice. For Fall fundraising, this amount is set at \$100, minus any funds raised. The invoice is due on November 14, 2025. A second invoice will be issued for any outstanding balance of the \$100 for Spring fundraising, which will be due by May 1, 2026.
- All invoices must be paid to be eligible to participate in the Holiday and/or Spring Show.
- Extenuating circumstances must be brought to the attention of the Fundraising Chair to be reviewed and voted on by the BCFSC Board.
- Any MEMBER who does not fully meet the requirements of a fundraising activity will be considered in arrears according to the Club’s Bylaws and subject to the actions required under the Bylaws.
- After meeting the fundraising goal of \$200, each MEMBER will receive 1 ticket for the end-of-season banquet raffle. Additional fundraising participation will result in 1 ticket earned for every \$100 raised over their goal.

All **FULL**, **INTRODUCTORY** and **JUNIOR** members will be required to volunteer a minimum of six (6) units per family, at BCFSC events or programs, to be completed by the end of May for the membership season. **ASSOCIATE**, **COLLEGIATE**, and **PROFESSIONAL** members are not required to participate; however, they may do so at their own discretion.

- Volunteer units include event coverage and/or donations for shows, test sessions, events, etc.
- The unit value will be listed under each volunteer/donation signup (1 unit/coverage hour and ½ unit/donation).
- Units can be completed by any family member (over the age of 14) on behalf of the member.

- Beaver County Figure Skating Club events include but are not limited to serving on a committee, Learn to Skate Program, Test Sessions, BCFSC Competitions, Holiday Ice Show, Spring Ice Show, Frankenskate, Skate with Santa, Glow Skate and Ice Jam Festival.
- Completed units will be entered and visible in Entryeeze. It is the MEMBER's responsibility to ensure that the units are reflected accurately. Discrepancies should be reported to the Board.
- The Board reserves the right to impose a fee of \$20 for each incompleting unit, not to exceed \$120. Funds that are raised in excess of the member's initial fundraising goal may be allocated to address this indebtedness.

**Arrears:** Arrears shall be defined as a failure to pay on or before the due date. A member with indebtedness shall not be permitted to vote, hold office, skate on any Club-sponsored freestyle session, compete at competitions or take any U.S. Figure Skating test until such time as the indebtedness is corrected. The Board of Directors may drop a delinquent member from the Club roster for indebtedness as outlined in the Club's Bylaws.

## **BEAVER COUNTY FIGURE SKATING CLUB SOCIAL MEDIA POLICY**

The purpose of this policy is to establish guidelines for coaches, skaters, parents, and Board members in regard to the use of social media platforms. As a club, we recognize that social media can directly and indirectly impact our members and the BCFSC brand. Our intention is not to prohibit free speech; however, we wish to promote positive and appropriate content for our skaters and their families.

We encourage all members to actively promote their skaters and the club on social media. The following guidelines have been created to help reduce any risk of harm to the club or our members.

1. Refrain from posting content that is offensive, discriminatory, defamatory, or inappropriate.
2. Use appropriate disclaimers and respect copyrights/trademarks.
3. Represent the BCFSC in a positive manner.
4. Avoid engaging in arguments or personal attacks on social media.
5. Refrain from sharing sensitive club or member information.
6. Ensure that all members have signed the release to allow posting of their photos online.
7. Remember that you represent the BCFSC; you must exercise discretion and good judgement when posting content on a social media platform that can easily connect you with our club.

Any concerns regarding social media posts online may be directed to a Board member at any time. They can also be reported by email to [president@bcfsc.org](mailto:president@bcfsc.org).

## **U.S. FIGURE SKATING PARENT CODE OF CONDUCT**

The Beaver County Figure 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.

The following code of conduct applies to all participants in activities hosted, supported, sponsored or engaged in by U.S. Figure Skating and BCFSC including but not limited to competitions, exhibitions, training camps and local rink activities.

I recognize that my participation or my child's in all the activities associated with U.S. Figure Skating and BCFSC is an honor and privilege that carries certain responsibilities. I agree to fully abide by the rules and guidelines set forth by U.S. Figure Skating or its properly designated agents.

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 not 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 "sideline" coaching my child or other skaters.
16. I will respect the decisions of officials, their authority and decisions during competitions and test sessions and teach my child to do the same.
17. 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.
18. I agree to report to the appropriate entity/ party any SafeSport or Code of Conduct violations that I observe.
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.



## SKATER CODE OF CONDUCT

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

**General Guidelines:** The Beaver County Figure 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 tenets 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 of skaters, U.S. Figure Skating officials and guests.
2. Our 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.

**General Ice Etiquette and Safety:** Listed below are the **most important** of the etiquette and safety rules. Please review the **handbook or website** for more specific rules regarding all freestyle sessions.

1. While in a 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.
3. The only time a skater has the SOLE right of way is when they are skating their program to music. When you 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. Skaters in a lesson have priority for music.
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.

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

## VIOLATIONS OF CODES OF CONDUCT

**Violations and how they will be addressed:** The violation of any provision of this Code will be addressed at the time it occurs by a member of the club board of directors following the procedures outlined in the conflict resolution process.

**First offense:** Club members will be addressed verbally (in private) regarding the violation.

**Second offense:** The member will be removed from the activity and given a written warning. A face-to-face meeting with the member and, if a minor, the member's parent or legal guardian will be conducted.

**Repeated offenses:** Repeat offenses will be taken very seriously by the club board of directors. Discipline may include loss of club privileges for extended periods, and/ or revocation of club membership.

In the case of egregious offenses, Club leadership is required to make a report to U.S. Figure Skating SafeSport, local law enforcement and/or child protective services.

**BCFSC COMPETITION AND LEARN TO SKATE USA COMPETITION  
AWARD APPLICATION  
2025/2026**

**Skater's Name:** \_\_\_\_\_

For each competition and event your skater participated in during the period of May 1, 2025, through April 30, 2026, please complete the following information. To be considered for the BCFSC Competition Awards, result sheets for each event **MUST** be attached. Submit this form and accompanying results sheets to Heather Longerman.

**APPLICATION DEADLINE: May 2nd, 2026**

Competition and Host Club	Date	Event	Placement

## **HANDBOOK VERIFICATION**

Handbook is available online at [www.bcfsc.org](http://www.bcfsc.org). To request a paper copy, contact a Board Member. Visit <https://form.jotform.com/252124586462155> to digitally signed these policy agreement forms.

I have received and read the current BCFSC Membership Handbook and agree with the conditions and rules contained therein and agree to review the information contained therein with my skater.

\_\_\_\_\_  
Printed Name of Parent/Guardian, if participant is a minor)

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Participant (or Parent/Guardian, if participant is a minor)

## **FUNDRAISING/VOLUNTEER POLICY & AGREEMENT**

In order for the BCFSC to offer services and events to its members, we rely on the willingness of the membership to provide the necessary volunteer power and funding required for the implementation of these services and events. Everyone in the Club should be willing to help and their participation is welcomed and appreciated. Without the aid of necessary volunteers and fundraising, we cannot continue providing the same level of services we have in the past.

All FULL, INTRODUCTORY, and JUNIOR members are required to participate in and meet the goal of \$200 per skater each season. ASSOCIATE, COLLEGIATE, and PROFESSIONAL members are not required to participate; however, they may do so at their own discretion. Fundraising obligations will be divided into Fall and Spring. Members must raise \$100 for Fall fundraising by November 14; the second \$100 for Spring fundraising must be raised by May 1.

There will be multiple fundraising opportunities available (including general fundraisers, Club apparel sale, personal/business ads, and sponsorships). No specific fundraiser will be mandatory; members determine how they meet their fundraising obligation.

There will be an option to “buy out” of fundraising. This \$200 charge is due before the start of the first Fall fundraiser in September.

Any MEMBER who does not meet each fundraising goal will receive an invoice. For Fall fundraising, this amount is set at \$100, minus any funds raised. The invoice is due on November 14, 2025. A second invoice will be issued for any outstanding balance of the \$100 for Spring fundraising, which will be due by May 1, 2026.

All invoices must be paid to be eligible to participate in the Holiday and/or Spring Show.

Extenuating circumstances must be brought to the attention of the Fundraising Chair to be reviewed and voted on by the BCFSC Board.

Any MEMBER who does not fully meet the requirements of a fundraising activity will be considered in arrears according to the Club’s Bylaws and subject to the actions required under the Bylaws.

After meeting the fundraising goal of \$200, each MEMBER will receive 1 ticket for the end-of-season banquet raffle. Additional fundraising participation will result in 1 ticket earned for every \$100 raised over their goal.

All FULL, INTRODUCTORY and JUNIOR members will be required to volunteer a minimum of six (6) units per family, at BCFSC events or programs, to be completed by the end of May for the membership season. ASSOCIATE, COLLEGIATE, and PROFESSIONAL members are not required to participate; however, they may do so at their own discretion.

Volunteer units include event coverage and/or donations for shows, test sessions, events, etc.

The unit value will be listed under each volunteer/donation signup (1 unit/coverage hour and ½ unit/donation).

Units can be completed by any family member (over the age of 14) on behalf of the member.

Beaver County Figure Skating Club events include but are not limited to serving on a committee, Learn to Skate Program, Test Sessions, BCFSC Competitions, Holiday Ice Show, Spring Ice Show, Frankenskate, Skate with Santa, Glow Skate and Ice Jam Festival.

Completed units will be entered and visible in Entryeeze. It is the MEMBER's responsibility to ensure that the units are reflected accurately. Discrepancies should be reported to the Board.

The Board reserves the right to impose a fee of \$20 for each incompleting unit, not to exceed \$120. Funds that are raised in excess of the member's initial fundraising goal may be allocated to address this indebtedness.

Arrears: Arrears shall be defined as a failure to pay on or before the due date. A member with indebtedness shall not be permitted to vote, hold office, skate on any Club-sponsored freestyle session, compete at competitions or take any U.S. Figure Skating test until such time as the indebtedness is corrected. The Board of Directors may drop a delinquent member from the Club roster for indebtedness as outlined in the Club's Bylaws.

I have read the Beaver County Figure Skating Club's Fundraising/Volunteer Policy & Agreement and understand that I am required to:

- Participate in ALL fundraising according to terms indicated.
- Required to volunteer a minimum of six (6) units to support the Club and my skating member.

\_\_\_\_\_  
Printed Name of Participant (or Parent/Guardian, if participant is a minor)      Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Participant (or Parent/Guardian, if participant is a minor)

**BEAVER COUNTY FIGURE SKATING CLUB**  
**SOCIAL MEDIA POLICY**

The purpose of this policy is to establish guidelines for coaches, skaters, parents, and Board members in regard to the use of social media platforms. As a club, we recognize that social media can directly and indirectly impact our members and the BCFSC brand. Our intention is not to prohibit free speech; however, we wish to promote positive and appropriate content for our skaters and their families.

We encourage all members to actively promote their skaters and the club on social media. The following guidelines have been created to help reduce any risk of harm to the club or our members.

Refrain from posting content that is offensive, discriminatory, defamatory, or inappropriate.

Use appropriate disclaimers and respect copyrights/trademarks.

Represent the BCFSC in a positive manner.

Avoid engaging in arguments or personal attacks on social media.

Refrain from sharing sensitive club or member information.

Ensure that all members have signed the release to allow posting of their photos online.

Remember that you represent the BCFSC; you must exercise discretion and good judgement when posting content on a social media platform that can easily connect you with our club.

Any concerns regarding social media posts online may be directed to a Board member at any time. They can also be reported by email to [president@bcfsc.org](mailto:president@bcfsc.org).

I have read, understand, and will adhere to the Beaver County Figure Skating Club's Social Media Policy. If my skater is a minor, I have also reviewed this policy with my skater.

\_\_\_\_\_  
Printed Name of Participant (or Parent/Guardian, if participant is a minor)      Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Participant (or Parent/Guardian, if participant is a minor)