



Essex Skating Club of New Jersey, Inc.  
Club Session Guidelines for Parents, Skaters, Coaches, and Volunteers  
**EFFECTIVE NOVEMBER 4, 2019** rev 2

By purchasing ice time or giving lessons on Essex Skating Club contracted sessions for the 2019-20 season, you acknowledge that you have read and understand these guidelines. **The parent or guardian of a minor skater must discuss these rules with the skater to ensure the rules are understood to the best of the skater's age related ability.**

The Essex Skating Club of New Jersey prides itself on being a skater friendly organization supporting freestyle, dance, pairs, moves in the field, adaptive, synchronized, and theater on ice skating for all ages and abilities. Please adhere to our rules and continue the spirit of the Essex Skating Club as established in May 1954.

- **Safety of skaters and coaches on the ice is the NUMBER ONE priority.**
- Skaters and Coaches should take all belongings with them into Rink 1 or 2 while skating on a Club session. Do not leave your shoes and skate bags in the lobby blocking the benches or tables that are also used by the patrons of Codey Arena.
- Club session capacity is **34 skaters**. ESC members have priority and Ice Monitors have final say on whether the session can accommodate guests.
- Hockey or rental skates, props, puck skating, or skating with cones is prohibited.
- ESC may use Club ice sessions for Club activities. Dates for activities using Club ice will be announced via the Club's email messaging system.
- ESC may use Club ice sessions for Low Test sessions. Testing will be announced during the session and the tester wearing the vest will have right of way.
- Parents, skaters, coaches, monitors, and all volunteers are expected to show courtesy at ESC sessions. **Use of profanity is strictly prohibited.**
- Anyone deliberately challenging, scaring or intentionally blocking another skater may be asked to leave the ice immediately. Repeat offenses can result in suspension or revocation of club membership.
- Beverages in non-breakable containers can be placed on and consumed at the barrier only.
- Barrettes, tissues, gloves, pads, skate guards, etc. should be placed securely away from the ice surface.
- ESC does not provide phone adapters to play music (e.g. Apple dongles).
- Electronic devices, AirPods or headphones may not be worn/carried on the ice surface.
- Order of music is LESSON, LESSON, NON-LESSON, LESSON, LESSON, NON-LESSON etc.
- **Skaters performing to music are required to wear a vest.**

- **A skater with the vest ALWAYS HAS THE RIGHT OF WAY.** The traditional etiquette on a skating session is to yield to the skater who is:
    - Wearing the vest
    - On a lesson
    - On a pattern
- It is each coach's responsibility to ensure their skaters are taught how to do this. Parents should also reinforce this important rule to new skaters.**
- Skaters and coaches should not congregate in groups on the ice, especially the corners.
  - **Decision of the Ice Monitor is final for the session.** See section *Escalation Procedures for Incidents on Club Ice* for additional guidelines.

### Parent and Guardian (P/G) Guidelines

1. Interference with enforcement of session rules and etiquette, especially safety matters, can result in suspension of club privileges or revocation of club membership.
2. Verbally or physically threatening a parent, coach, skater, monitor, volunteer, or Club Officer can result in suspension of club privileges or revocation of club membership.
3. Skater and parent/guardian should arrive rink side with the exact amount of cash, check, or ESC card to register for the session. This must be done before the skater enters the ice surface. Fees will not be prorated for any reason.
4. Do not block ice surface entrances; conversations with your skater must be conducted off ice.
5. Club sessions may be viewed from the bleacher seats; standing at the barrier glass is distracting to skaters and coaches.
6. **Coaching or providing instruction to a skater that is on the ice surface is strictly prohibited.**

### Skater Guidelines

1. Skaters must be members in good standing of US Figure Skating and Essex Skating Club of New Jersey, Inc.
2. Guests must be members in good standing of US Figure Skating either as an individual member or as a member of a USFS club.
3. Skater should enter/exit the ice at the session start/end time. Do not enter before start time.
4. Skaters should politely notify others who may be unaware of their pattern or program.
5. **Jumps should be practiced with landings in the corners. Spins should be practiced towards center ice, allowing space for moves in the field patterns to proceed through the center circle.**
6. **The vest must be worn while skating to program music:**
  - a. **Dance:** Student must wear vest.
  - b. **Pairs:** Both partners must wear vest. Lifts and throws are permissible on sessions with **twenty five (25) or fewer skaters**. On sessions with **twenty six (26) or more skaters**, permissible only when supervised on lesson by coach.
  - c. **Synchro and Theater on Ice:** Permissible on sessions with **twenty five (25) or fewer skaters**. On sessions with **twenty six (26) or more skaters**, permissible only when supervised on lesson by coach. One (1) skater may perform to the music. Other team members may not skate or "shadow" along to the program. Blocks/block work/no hold blocks etc. are prohibited at all times.
  - d. **Moves in the Field:** Skater may request a vest to complete one (1) element and will have right of way. Skater may not use the vest to practice an entire test.

7. A skater may use the music deck **up to three (3) times on a session**. The Ice Monitor has discretion to refuse or delay subsequent requests if a skater has already had a turn and other skaters are waiting to have their music played.

### **Coach Guidelines**

1. All coaches must be members of US Figure Skating, be registered with the management of Richard J. Codey Arena, and be approved by the Essex Skating Club Board. Coaches must have passed the annual background screening and carry liability insurance per US Figure Skating requirements. **No exceptions**. At the beginning of each season, coaches should either email a copy of their Coach Compliance card to the Ice Monitor Chairman (2019/20 - Patricia Fulweiler [flamengojp@optimum.net](mailto:flamengojp@optimum.net)) or otherwise deliver a photocopy of the card to the Chairman.
2. Coaches should educate students on proper etiquette and reinforce the concept of "safety first".
3. Coaches should teach from the boards unless demonstrating or choreographing a program.
4. Coaches should politely notify others who may be unaware of their skater's pattern or program.
5. Coaches may not teach more than two (2) students at one time.

### **Monitor Guidelines**

- Documented in ***Supplement to Club Session Guidelines for Parents, Skaters, Coaches, and Volunteers***

### **Escalation Procedures for Incidents on Club Ice**

These procedures should be followed by Parents, Skaters, Coaches, Monitors and all Volunteers:

- Report incident to Music Monitor who must attempt to resolve the situation during the session and based on the guidelines set forth within this document.
- If incident cannot be resolved by Music Monitor, Music Monitor must complete an Incident Report and submit to the Ice Monitor Chairman (2019/20 - Patricia Fulweiler [flamengojp@optimum.net](mailto:flamengojp@optimum.net)).
- If further review of the incident is required, Ice Monitor Chairman should submit report to ESC Board of Trustees ([board@essexskatingclub.org](mailto:board@essexskatingclub.org)).
- The ESC Board of Trustees will bring any issues that require involvement of Arena Management to the attention of the Arena Director ([codeyarenadirector@gmail.com](mailto:codeyarenadirector@gmail.com)).
- The ESC Board of Trustees will conduct necessary fact finding and communicate findings/actions to all involved parties upon completion.

### **SPECIAL NOTE - Saturday session test requirements**

#### **8:15am to 9:15am:**

MIF - Juvenile and above or Adult Gold

Dance - Silver and above

Special Olympics Unified pairs - permitted based on the test level of the Special Olympian

#### **9:15am -10:15am:**

Open To All Levels

#### **10:15am - 11:00am:**

MIF - No test through Juvenile or Adult Gold MIF

Dance - Preliminary through Pre-Silver Dance

Freestyle - No double axels and no triple jumps (and above)

Special Olympics Unified pairs - permitted based on the test level of the Special Olympian