



Ice Rules & Traffic Patterns

INTRODUCTION

Mennen Sports Arena (MSA) 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 information is intended to provide both the general principles and the basic rules to cover most situations encountered by coaches and skaters. It has, as its primary goal, the welfare and protection of the individuals and groups with whom coaches work.

It is the individual responsibility of each coach to aspire to the highest possible standards of conduct. Above all, coaches of young people can have great influence on developing athletes who are reliant on coaches for the basic instruction and guidance necessary to reach the top levels. Coaches can have tremendous power over these athletes in their quest to the top. This power must not be abused. Therefore, we have set forth these codes of ethics and conduct to guide our coaches and protect our athletes for the mutual benefit of all concerned.

Skating on freestyle ice is a wonderful way to practice and accomplish your skating goals and Mennen Sports Arena is happy to provide freestyle sessions year-round to support the development of figure skaters. We understand that skaters on practice ice designated for figure skating all have an individual practice regimen. While most skaters are practicing individually, there are a few rules and traffic patterns that help everyone have a safe and productive practice.

The golden rule for skating on freestyle ice is to always be respectfully aware of other skaters on the session.

GENERAL MSA ON PREMISES RULES

COACH, SKATER & PARENT

**Remember to check with rink management for additional rules and policies regarding freestyle sessions.*

- Respect the rights of others and Mennen Arena's property and the property of others.
- Coaches, skaters and parents will be civil and courteous to all with whom they come in contact with and exercise good judgement and discretion in their relationships and interaction with one another.
- All patrons of Mennen Arena shall conduct themselves with honesty, integrity, safety and sportsmanship and act in a manner which avoids verbal or physical abuse of any other person.
- No one shall engage in any course of conduct designed to harass or intimidate another skater, coach, parent of a skater, skating organization or arena staff.
- Groundless accusations of impropriety that are found to be in bad faith or have secondary motives or without cause will not be tolerated.

GENERAL MSA ON-ICE PRACTICE SESSION RULES & TRAFFIC PATTERNS

COACH, SKATER, PARENT

- Skaters must register for sessions online at morrisparks.net prior to entering the ice. Additionally, if they plan on taking a lesson, that lesson should be paid for prior to the lesson at morrisparks.net.
- All Skaters and Coaches must check-in at the front desk before stepping on the ice.
- Dress in attire that is appropriate for skating practice. Hoodies are discouraged, but if worn the hood must remain unused.
- No breakable containers are allowed on the ice.
- No chewing gum or food is allowed on practice sessions. Only water and sports drinks should be brought onto the ice for practice. This includes coaches.
- Look both ways before skating away from the barrier.
- When passing slower skaters (traveling in the same direction), always pass to the outside of the skater
- When skating toward another skater, and when in doubt, skate to the right
- Coaches and skaters should place used tissues, empty water bottles, etc. into the appropriate trash/recycling container before, during and after practice.
- Keep moving while on the ice, as it is dangerous for both you and other skaters to stand still during a session. It is especially important not to stop to talk in the middle of the ice or any of the jumping corners.
- Digital lessons are prohibited. Any skater observed taking a lesson over zoom or other digital platforms will result in the removal of the skater from the rink. There will be no refunds or credits for unused sessions.
- Photography or videography without the person's permission is strictly prohibited.
- Use of other electronic devices on the ice is acceptable only when and where appropriate for training purposes only. Earbuds are not permitted as they may inhibit your awareness of others. Any skater observed

using earbuds will result in the removal of the skater from the rink. There will be no refunds or credits for unused sessions.

- Parents or other spectators should not loiter at the ice rink doors or boards. This is unsafe and interferes with athlete training and development.
- Coaching or yelling by parents from the bleachers or boards is strictly prohibited. Parents will be asked by MSA Staff to leave the Arena if this should happen. Coaches should contact the MSA Skating School office, if this should be happening so it can be handled immediately.
- Mennen Arena acknowledges that many times a skater or coach must speak with a parent during a session or lesson. If this is necessary, even for a brief time, the skater or coach must get off the ice to do so and not conduct the conversation in the doorway.
- At no time should anyone, other than an MSA employee enter the ice if they have not paid for the session.

PROGRAMS & MUSIC

Coaches & Skaters:

- A Coach's request, also known as "Pro Request" may be placed in the queue between non-lesson music. This request may follow the skater who is next in line. This is to ensure that skaters that are not in lesson also get their music played during a session. The order of music should be lesson/non-lesson/lesson/non-lesson.
- If only a "section" or "sections" of a program are to be played instead of the entire program, the coach should inform the next in line the intent to do so. This will ensure that the next skater can pace their practice accordingly as to be ready to skate their program.
- All skaters' names must be present on their music.

RIGHT OF WAY

Coaches & Skaters:

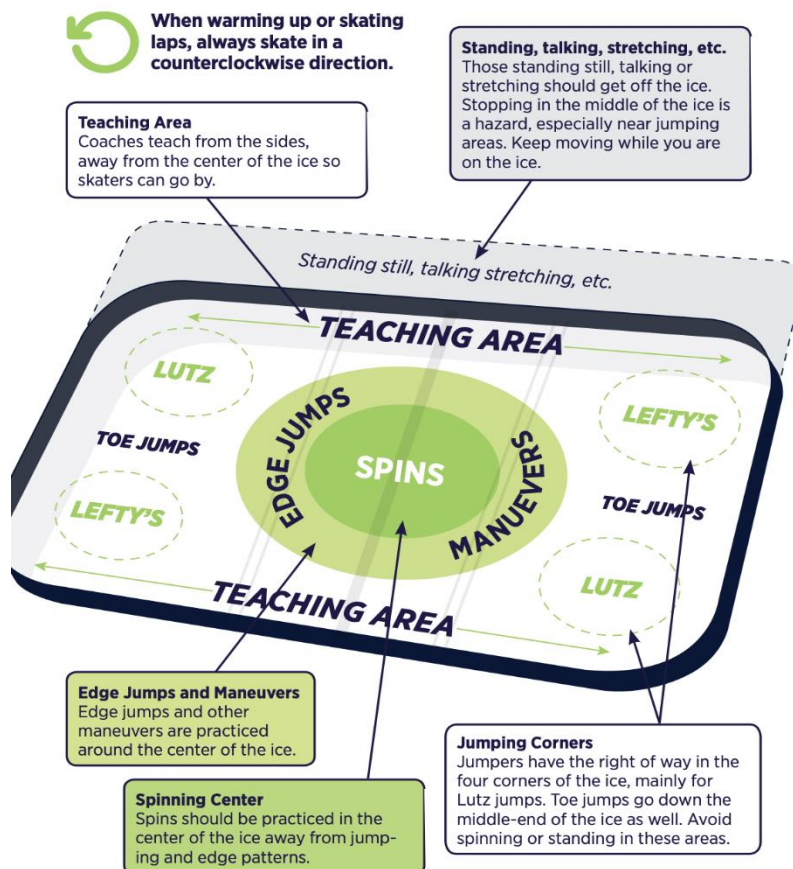
- Programs have the 1st priority to the right of way. The program skater should be easily identifiable and should always wear the sash provided by MSA. Skaters should always be courteous and respectful of others. The preferred term for skaters to use when a skater needs to get another skaters attention is "Excuse Me".
- The words "Move" "Watch Out" "Get out of the Way" "Corner" and "Heads Up" are not preferred. The words "Excuse Me" and "Thank You" go a long way - use them!
- Skaters in a lesson have the second priority to the right of way.
- In general, be ready to skate your routine when it is your turn. Loitering and unpreparedness leads to frustration and may cause delays, affecting another skater's practice.
- Understand that if the session is fully attended, not everyone will be able to play their music, simply due to the lack of time.
- Experienced skaters should be patient with less experienced skaters. Remember, you were once new to a freestyle session and you looked up to the more experienced skaters. All skaters should feel welcome and encouraged on a session.
- Be understanding that coaches and skaters will get in one another's way at times. Please be understanding and courteous when this should happen.

PRACTICE PATTERNS

Coaches & Skaters:

Please note the Rink Safety Diagram to understand the flow of traffic on freestyle practice sessions.

- Spins are best practiced at centerice. Standstill jump practice is best placed on the goal lines in the corners opposite the Lutz corners. Edge jumps are generally practiced on a continuum just outside of center ice. These are general rules. Note that a skater's choreography may have spins and jumps located in different areas of the ice than those mentioned above.
- Practicing the Lutz presents particular safety issues. Try to be especially aware of your surroundings when you are in the Lutz corners. Remember that the approach to a Lutz is long and blind. The skater doing the Lutz is not likely to see you.
- Remember, skaters may jump and spin in either direction. Take note of these skaters and again, be particularly mindful of both Lutz corners.
- Skaters that skate in the opposite direction are the minority on a freestyle session and traditionally have a harder time getting elements in on a session. Please be mindful of those that skate in the opposite direction.
- Dance and moves in the field patterns utilize the perimeter of the rink (using the continuous/perimeter axis). These patterns vary and, depending on the level of the skater, may fully utilize the ice surface.
- Synchronized skating and attaching in lines is strictly prohibited on Mennen Freestyle Sessions.
- Full Hockey pucks are strictly prohibited on Mennen Freestyle Sessions.



EXITING THE ICE

Coaches & Skaters:

- At the end of all sessions, skaters should pick up all belongings and exit the ice immediately.
- When the ice resurfacer enters the ice, all skaters and coaches must leave the ice immediately. If you are skating to your music, stop skating immediately, turn off music and clear the ice – no exceptions.

PROHIBITED BEHAVIORS

Coaches, Skaters & Parents:

There are a few behaviors to avoid when practicing on freestyle ice. These behaviors are considered disrespectful of others and/or the rink facility and could present an unsafe skating environment for others. Any of these behaviors can lead to immediate removal from a practice session by a Mennen Sports Arena Staff Employee.

- Deliberately challenging, scaring or intentionally blocking another skater
- Being verbally abusive to other skaters/coaches
- Aggressive behavior towards others
- Screaming on the ice
- Profanity - no abusive or foul language
- Intentional “Buzzing” - skating too close to another skater or coach. Please respect a safe distance.
- Laying on the ice
- Kicking or gouging the ice
- Slapping or kicking the sides of the rink
- Chatting on the ice for prolonged periods
- Videotaping anyone other than your own skater is strictly prohibited

TOP TIPS & REMINDERS

- If you are a less experienced skater, be extra careful and stay aware of other skaters. Look ahead of where you are skating to see what others are doing or are about to do.
- If you are an experienced skater, be patient with the less experienced skaters. Remember you were new to freestyle sessions at one time, too.
- Be understanding if someone gets in your way.
- Practicing elements in consistent locations on the ice is key to safety and productive practice sessions. By learning these patterns, skaters will feel comfortable practicing at any rink.



Skater Code of Sportsmanship, Standards and Conduct

**Remember to check with rink management for additional rules and policies regarding freestyle sessions.*

- Respect the rights of others and Mennen Arena's property and the property of others.
- Skaters will be civil and courteous to all with whom they come in contact with and exercise good judgement and discretion in their relationships and interaction with one another.
- Skaters at Mennen Arena shall conduct themselves with honesty, integrity, safety and sportsmanship and act in a manner which avoids verbal or physical abuse of any other person.
- No one shall engage in any course of conduct designed to harass or intimidate another skater, coach, parent of a skater, skating organization or arena staff.
- Groundless accusations of impropriety that are found to be in bad faith or have secondary motives or without cause will not be tolerated.
- Skaters must register for sessions online at morrisparks.net prior to entering the ice. Additionally, if they plan on taking a lesson, that lesson should be paid for prior to the lesson at morrisparks.net.
- All Skaters must check-in at the front desk before stepping on the ice.
- Dress in attire that is appropriate for skating practice. Hoodies are discouraged, but if worn the hood must remain unused.
- No breakable containers are allowed on the ice.
- Food is not permitted on the ice.
- No chewing gum or food is allowed on practice sessions. Only water and sports drinks should be brought onto the ice for practice.
- Look both ways before skating away from the barrier.
- When passing slower skaters (traveling in the same direction), always pass to the outside of the skater
- When skating toward another skater, and when in doubt, skate to the right
- Skaters should place used tissues, empty water bottles, etc. into the appropriate trash/recycling container before, during and after practice.
- Keep moving while on the ice, as it is dangerous for both you and other skaters to stand still during a session. It is especially important not to stop to talk in the middle of the ice or any of the jumping corners.
- Digital lessons are prohibited. Any skater observed taking a lesson over zoom or other digital platforms will result in the removal of the skater from the rink. There will be no refunds or credits for unused sessions.

- Photography or videography without the person's permission is strictly prohibited.
- Use of other electronic devices on the ice is acceptable only when and where appropriate for training purposes only. Earbuds are not permitted as they may inhibit your awareness of others. Any skater observed using earbuds will result in the removal of the skater from the rink. There will be no refunds or credits for unused sessions.
- Mennen Arena acknowledges that many times a skater or coach must speak with a parent during a session or lesson. If this is necessary, even for a brief time, the skater or coach must get off the ice to do so and not conduct the conversation in the doorway.
- At the end of a session, skaters must leave the ice promptly.

Failure to comply with the above policies shall result in removal from the ice and a loss of privileges at the Arena for the remainder of the day. In the event of any such action, there will be no refund or credit for lost sessions.

I understand that as a Mennen Sports skater, I have assumed certain responsibilities. I agree to the "Skater Code of Sportsmanship, Standards and Conduct," and have read and understand that as a Mennen Sports Arena skater, I have assumed certain responsibilities to prepare, develop and be an advocate and role model. I agree to the "Skater Code of Sportsmanship, Standards and Conduct," and what is expected of me.

Printed Name

Signature

Date



Parent Code of Sportsmanship and Standards and Conduct

Mennen Sport Arena (MSA) strives to offer an environment and atmosphere that is conducive to providing athletes and coaches the opportunity to maximize their training and performance. The privilege of training at the Arena is subject to and dependent on observing and abiding by all policies, procedures, rules and protocols (whether written or otherwise expressed) established by MSA.

A parent agrees to this by accepting the privilege of using the Arena and understands that a violation of this Code of Conduct or of any policies, procedures, rules and protocols of the Arena may result in full or partial forfeiture of skating privileges at MSA.

Without limiting any of the foregoing, the following are examples of behavior expected of parents and the conduct to be exemplified.

1. I will encourage good sportsmanship by demonstrating positive support for all skaters, coaches and officials at every practice sessions, competition and test session.
2. I will encourage my child to skate in a safe and healthy environment.
3. I will never ridicule or yell at my child or other participants for making a mistake or blame my child's coach for placement in a competition.
4. I will ask my child to treat other skaters, coaches and staff members with respect.
5. I will teach my child to resolve conflicts without resorting to hostility or violence.
6. I will be a positive role model for my child and other skaters.
7. I will respect my child's coach and refrain from coaching my child or other skaters during sessions.

Parent Code of Conduct

**Remember to check with rink management for additional rules and policies regarding freestyle sessions.*

- Respect the rights of others, MSA property, and the property of others.
- Be civil and courteous to all with whom you come in contact with and exercise good judgement and discretion in your relationships and interaction with one another.
- All patrons of MSA shall conduct themselves with honesty, integrity, safety and sportsmanship and act in a manner which avoids verbal or physical abuse of any other person.
- No one shall engage in any course of conduct designed to harass or intimidate a skater, coach, another parent, skating organization or the MSA staff.
- Groundless accusations of impropriety that are found to be in bad faith or have secondary motives or without cause will not be tolerated.

- Ensure skater(s) register for sessions online at morrisparks.net prior to entering the ice. Additionally, if they plan on taking a lesson, that lesson should be paid for prior to the lesson at morrisparks.net.
- Digital lessons are prohibited. Any skater observed taking a lesson over zoom or other digital platforms will result in the removal of the skater from the rink. There will be no refunds or credits for unused sessions.
- Use of other electronic devices on the ice is acceptable only when and where appropriate for training purposes only. **Earbuds are not permitted as they may inhibit your awareness of others. Any skater observed using earbuds will result in the removal of the skater from the rink. There will be no refunds or credits for unused sessions.**
- Photography or videography without the person's permission is strictly prohibited.
- Parents or other spectators should not loiter at the ice rink doors or boards. This is unsafe and interferes with athlete training and development.
- Coaching or yelling by parents from the bleachers or boards is strictly prohibited. Parents will be asked by MSA Staff to leave the Arena if this should happen. Coaches should contact the MSA Skating School office, if this should be happening so it can be handled immediately.
- MSA acknowledges that many times a skater or coach must speak with a parent during a session or lesson. If this is necessary, even for a brief time, the skater or coach must get off the ice to do so and not conduct the conversation in the doorway.
- At no time should anyone, other than an MSA staff employee enter the ice if they have not paid for the session.

Failure to comply with the above policies shall result in removal from the ice and a loss of privileges at the Arena for the remainder of the day. In the event of any such action, there will be no refund or credit for lost sessions.

I understand that as a Mennen Sports parent of a skater, I have assumed certain responsibilities. I agree to and have read the "Parent Code of Sportsmanship, Standards and Conduct." I understand that as a Mennen Sports Arena skater, I have assumed certain responsibilities to prepare, develop and be an advocate and role model. I agree to the "Parent Code of Sportsmanship, Standards and Conduct," and what is expected of me.

Printed Name

Signature

Date



Coaches' Code of Sportsmanship, Ethics, Standards and Conduct

GENERAL PRINCIPLES

COMPETENCE:

Mennen Sports Arena (MSA) Coaches must strive to maintain high standards of excellence in their work. They should recognize the boundaries of their particular competencies and the limitations of their expertise. They should provide only those services and use only those techniques for which they are qualified by education, training and/or experience. In those areas, where recognized professional standards do not yet exist, coaches must exercise careful judgment and take appropriate precautions to protect the welfare of those with whom they work. They shall maintain knowledge of relevant scientific and professional information related to the services they render, and they must recognize the need for ongoing education. Coaches should make appropriate use of scientific, professional, technical and administrative resources.

INTEGRITY:

MSA Coaches should seek to promote integrity in their coaching profession. Coaches should always be honest, fair and respectful of others. They must not make representations about their qualifications, services, products, or fees that are false, misleading or deceptive. Coaches should strive to be aware of their own belief systems, values, needs and limitations and the effect of these on their work. To the extent feasible, they should attempt to clarify for relevant parties, the roles they are performing and to function appropriately in accordance with those roles. Coaches must avoid conflicts of interest.

PROFESSIONAL RESPONSIBILITY:

MSA Coaches must uphold professional standards of conduct, clarify their professional roles and obligations, accept appropriate responsibility for their behavior, and adapt their methods to the needs of different athletes. Coaches should consult with, refer to, or cooperate with other professionals and institutions to the extent needed to serve the best interest of their athletes, or other recipients of their services. Coaches should be concerned about the ethical compliance of their colleagues' conduct. When appropriate, they should consult with their colleagues in order to prevent or avoid unethical conduct.

RESPECT FOR PARTICIPANTS AND DIGNITY:

MSA Coaches shall respect the fundamental rights, dignity and worth of all participants. Coaches must be aware of cultural, individual and role differences, including those due to age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language and socio-economic status. Coaches must eliminate the effect on their work of biases based on those factors, and they do not knowingly participate in or condone unfair discriminatory practices.

CONCERN FOR OTHERS WELFARE:

In their actions, MSA coaches must consider the welfare and rights of their athletes and other participants. When conflicts occur among coaches' obligations or concerns, they should attempt to resolve these conflicts and to perform their roles in a responsible fashion that avoids or minimizes harm. Coaches shall be sensitive to differences in power between themselves and others, and should not exploit nor mislead other people during or after their relationship.

RESPONSIBLE COACHING:

MSA Coaches must be aware of their ethical responsibility to the community and the society in which they work and live. Coaches must comply with the law and encourage the development of law and policies that serve the interest of sport or activity. The coach shall strive to serve as a leader and model in the development of appropriate conduct for the athlete both within and beyond the U.S. Figure Skating setting. The coach shall strive to use strategies in practice and competition that are designed to encourage play within the letter and spirit of the rules. The coach shall strive to keep the concepts of winning and losing in proper perspective. The coach shall strive to enforce policies and rules with fairness, consistency and an appreciation for individual differences.

ETHICAL STANDARDS**COMPLIANCE WITH REQUIREMENTS:**

All coaches at MSA must complete all annual coaching member requirements set forth by the U.S. Center for Safe Sport, U.S. Figure Skating, Learn to Skate USA and the Professional Skater Association (PSA) that apply to them by the appropriate deadlines.

COMPETENCE:

All coaches at MSA should not undertake these duties until they have first obtained the proper training, study and advice that they are competent to do so.

MAINTAINING EXPERTISE:

All coaches at MSA should maintain a level of expertise through continued education and experience and shall strive to acquire additional education and experience through sources available to them.

RESPECTING OTHERS:

All coaches at MSA shall respect the rights of other's values, opinions and beliefs even if they differ from their own.

NONDISCRIMINATION:

All coaches at MSA must not engage in discrimination based upon age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, socioeconomic status, or any other basis as protected by applicable law.

MISCONDUCT:

All coaches at MSA must not, under any circumstances, engage in any form of misconduct and will respond to complaints of such a nature to respondents with dignity and respect.

PERSONAL PROBLEMS OR CONFLICTS:

All coaches at Mennen Sports Arena should have a responsibility to be aware if there are personal problems or conflicts which may affect their ability to work with athletes. They should also be able to identify problems affecting their athletes, which could potentially create situations that place their athletes in harm or danger of injury, and take the appropriate steps to remove the athlete from this environment. Further, any person who makes groundless allegations

or complaints of abuse or harassment may be subject to disciplinary action per Article XXV of the U.S. Figure Skating bylaws.

COACHES CODE OF CONDUCT

Mennen Sport Arena strives to offer an environment and atmosphere that is conducive to providing athletes and coaches the opportunity to maximize their training and performance. The privilege of coaching at the Arena is subject to and dependent on observing and abiding by all policies, procedures, rules and protocols (whether written or otherwise expressed) established by Mennen Sports Arena.

A coach agrees to this by accepting the privilege of using the Arena and understands that conduct violation of this Code of Conduct or otherwise in violation of any policies, procedures, rules and protocols of the Arena may result in full or partial forfeiture of coaching privileges at the Arena.

Without limiting any of the foregoing, the following are examples of matters to be considered by coaches and conduct to be exemplified by coaches.

1. A coach must observe and abide by all U.S. Figure Skating and U.S. Center for Safe Sport published rules, regulations and procedures.
2. A coach must observe all state, national and international laws.
3. A coach will act with dignity, ethics and high moral conduct.
4. Coaches will be civil and courteous to all with whom they come in contact and maintain collegial relationships with other coaches, parents and staff.
5. A coach will act in a manner which demonstrates respect for rules under which skaters train and compete that will preserve integrity and safety for all.
6. A coach may not engage in any type of misconduct with any athlete.
7. A coach may not be under the effects of alcohol, illegal drugs or any substance that can affect athlete safety and coaching judgment.
8. A coach will at all times be mindful that they lead by example, are a role model for their students and have a responsibility to influence their students in a positive and productive manner, and to never encourage improper behavior by their students.
9. A coach is responsible for teaching their students proper ice etiquette and making sure their students understand and follow the Ice Rules and Traffic Patterns.
10. A coach will act in a manner which avoids verbal or physical abuse of any skater, other coach or Arena staff.
11. A coach will not engage in any course of conduct designed to harass or intimidate another coach, skater, parent of a skater or Arena staff.
12. A coach must refrain from using any profane or abusive language.
13. A coach must refrain from disrupting the ice by screaming, standing in the middle of traffic patterns and yelling such things as "move, watch out, get out of my way, etc."
14. A coach must show sportsmanship to other coaches and teach their skaters proper sportsmanship by showing respect to one another both on and off the ice.
15. A coach acknowledges that from time-to-time a student with whom they work may leave them and seek coaching elsewhere. The coach will cooperate with the other coaches when conflicts arise and be willing to make sure changes on behalf of the student which will further compliment the student's performance and progress.
16. A coach will honor any and all promised or commitments, whether verbal or in writing, and will strive to build a reputation for dignity, honesty and integrity.

17. A coach will not make groundless accusations of impropriety or attribute bad motives to other coaches or skaters in bad faith or without good cause.
18. A coach will actively continue to achieve proficiency in their area of expertise.
19. A coach will encourage their students (and the parents of their students) to resolve conflicts without resorting to hostility, disruptive behavior or violence. A coach understands the Mennen Sports Arena will not tolerate any disruption of its functions or of its staff, including any conduct that infringes on the wellbeing of others. All Mennen Sports Arena coaches have a primary responsibility to address and resolve concerns and conflicts that arise between them, their skaters or other coaches, and to openly communicate in a productive manner with the Mennen Sports Arena Skating School Office.
20. Mennen Sports Arena will use reasonable efforts, as necessary and appropriate under the circumstances, to address concerns and resolve issues as they arise. However, MSA reserves the right and opportunity to remove from its facility a coach, skater, parent or spectator whose conduct is in violation of any policies, procedures, rules or protocols established by the Arena.

Failure to comply with the above policies shall result in removal from the ice and a loss of privileges at the Arena for the remainder of the day.

I understand that as a Mennen Sports Arena approved coach, I have assumed certain responsibilities to prepare, develop and be an advocate and role model. I agree to the "Coaches Code of Ethics, Standards and Conduct," have read the "Coaches Code of Ethics, Standards and Conduct" and understand what is expected of me as an approved coach.

Printed Name

Signature

Date

Procedures for Processing Complaints or Concerns

1. Complaints or concerns must be submitted on the complaint form to the Skating School Administrator at MSA.
2. The Skating School Administrator will review the complaint or concern and forward to the necessary parties which may or may not include the U.S. Center for Safe Sport, U.S. Figure Skating, the Morris County Park Commission and/or other parties as necessary to seek joint resolution.
3. The resulting agreed upon resolution will be put in writing by the Skating School Administrator and delivered to all parties involved in a timely fashion.