



Membership Guide

www.champlainvalleyskatingclub.org

cvsc.skating@gmail.com

Welcome to the Champlain Valley Skating Club (CVSC)! Our club, which is part of the US Figure Skating Association (USFSA):

- *promotes figure skating in Vermont*
- *encourage each member to reach his or her own goals*
- *cultivates a spirit of unity among figure skaters*
- *promotes the objectives of US Figure Skating*

We offer year-round skating, including individual professional instruction, US Figure Skating test sessions and the annual Champlain Valley Open Competition. We are proud to be the home club of the Vermont Children's Theatre on Ice troupe and the On Thin Ice Adult Theatre on Ice troupe. As Vermont's largest non-profit club supporting figure skating, we are entirely volunteer-run.





Membership Information

The CVSC membership period runs yearly from July 1st through June 30th.

Membership Privileges

All membership types provide a USFSA membership to skaters and also provides the ability to skate on CVSC ice. Members receive reduced rates off of contracted ice time and can participate in CVSC-sponsored events. Members can also enter competitions beyond the basic skills level and take USFSA tests. Club members have the right to vote and to hold office.

What kinds of memberships are available?

- *Introductory Membership:* available to an individual skater who has not previously belonged to a USFSA club. This membership is just for the first year. Renewing members or any skater already affiliated with another club do not qualify for this membership.
- *Full Membership:* available to an individual skater who wishes to participate in all club sponsored events
- *Subsequent Full Membership:* available to second or subsequent skating family members
- *Associate Membership:* available to skaters who have a different home club, but would like to receive the benefits of joining the CVSC
- *Collegiate Membership:* available to skaters attending college and is valid for 4 years
- *Learn to Skate Membership:* available to beginning skaters who do not plan on testing, competing or joining a team during the skating season

Joining the Club

To join the CVSC, prospective members must register through [Entryeeze](https://entryeeze.com) by visiting: <https://tinyurl.com/CVSCskate>. After receiving the registration request, the Membership Chair will complete the application, both with USFSA and the CVSC.

New Member Orientation

On occasion, a new member orientation will be offered and members will be notified of the date and time via email.



Membership Expectations

- Members of the CVSC are expected to follow the Club's Code of Conduct, which aligns with USFSA. This Code of Conduct is signed during registration and renewal.
- Parents of members under the age of 18 are expected to follow the [USFSA's Parent Code of Conduct](#).

- ***Volunteering***

As a non-profit and volunteer run organization, the CVSC relies heavily on the generosity of our club members. We host several different events for our skaters throughout the skating year and volunteers are needed to ensure the success of these events. All members are expected to volunteer a minimum of 5 hours during the skating year or be assessed a \$100 fee at the end of the skating season.

Some ways to meet your volunteer expectations:

- Donate hospitality items for competitions or test sessions. Well-fed judges are happy judges and the club typically provides meals and snacks for our unpaid officials during events. Each \$12.50 worth of donated hospitality items count as 1 hour of volunteer time
- Help with publicity for competitions or other events
- Volunteer in different roles at the events, such as registration, ice monitoring, snack bar, etc...

*Volunteer opportunities will be communicated throughout the year via email.
Member hours will be tracked via Entryeze.*

CVSC Ice Time

Seasons

Fall/Winter Season: The CVSC offers ice time at Leddy Park Arena and Gutterson Arena beginning in September. This season goes until around the first weekend of May.

Spring Season: The CVSC runs a Spring session of ice time in May and June at Cairns Arena.

Summer Season: Summer ice is run completely through [Burlington Parks and Rec](#) at Leddy Park Arena.



Purchasing Ice Time

Members of the CVSC may purchase Club ice time by logging into [Entryeeze](https://tinyurl.com/CVSCskate) (<https://tinyurl.com/CVSCskate>). There are several options:

- **Contracts:** Prior to the start of each season, members can purchase a contract for a specific time slot for the whole season. This provides the cheapest hourly rate for ice time, but is non-refundable if skaters miss any sessions.
- **Punch Cards:** During the season, members can purchase punch cards in various quantities that can then be used to secure individual time slots. There are different size packages for punch cards and do offer some savings on the hourly rate for ice time. In order to guarantee ice time, members should select their time slots in advance of skating. Ice times can be selected and/or canceled up until 5 minutes before a session. Punch card packages are good through Fall, Winter, and Spring and do expire at the end of the Spring season. Extra punches *cannot* be carried over to the following skating year.
- **Walk-ons:** Individual sessions can be purchased through [Entryeeze](https://tinyurl.com/CVSCskate) (<https://tinyurl.com/CVSCskate>). Availability is dependent upon space available on the ice. Walk-ons are the most expensive hourly rate.

The CVSC ice time is capped at 21 skaters, unless there are extenuating circumstances and a request for approval must be sent to cvsc.skating@gmail.com. *All skaters on the ice must be members of USFSA.*

Program Music

During a CVSC session, skaters and coaches may request program music to be played. Music will be played in the order requested, unless a skater is in a lesson. In that case, a skater will “bump” the next skater in line. The skater performing their program always has the right of way and all other skaters are required to yield to that person throughout the course of the program. **The skater running their program has to wear the CVSC safety vest unless in their program outfit.**

- Each skater must have their music on a CD or on their own cell phone. These must
- be dropped off with the monitor at the start of the session. Parents are not permitted in the ice monitor area.
- Each skater will have 2 total music plays per session.
- Skaters in a lesson with a coach will bump other skaters in line for program practice and this will not count against the 2 music plays.



- If the session is not busy and there isn't a line, a skater can request an additional music play.

Expectations of Skaters on the Ice

- All skaters need to check in with the ice monitor at the start of the session for attendance purposes.
- The clock in the rink is the governing clock for all sessions.
- Kiss & Cry bags need to stay on players benches or boards in the box to the left of the music player.
- Remove any equipment and clothing from the ice surface and boards before leaving the ice.
- Skaters may not be on the ice at the same time as the Zamboni.
- Jumps and spins need to be practiced in their designated locations.
- When a skater is in the harness, do not skate between them and the boards. Keep your distance.
- Back spirals and slides need to be practiced with a coach or a buddy, not individually.
- It is the responsibility of the skater who is moving towards the spinner to change direction to avoid a collision. Spinners should try to avoid doing a spin in the path of a jump.
- Do not intentionally skate into the path of a jump.
- When skating in the left corners, be sure to keep eyes open for skaters practicing the lutz.
- The "right-of-way" belongs to the skater who is doing his/her program. **The skater running their program has to wear the CVSC safety vest unless in their program outfit.** However, skaters performing spins and backwards moves should be given consideration and collisions should be avoided at all costs. Warnings may be issued in a polite fashion by saying "Excuse me!". Skaters and professionals should give way courteously; rudeness will not be tolerated.



- Try to give coaches and their skaters a wide berth so as not to interfere with lessons.
- A single earbud for music is permitted on the ice, although it is safest to have none.
- It is expected that members and families will be respectful to all professionals, skaters, Club representatives, and Arena staff.
- Spectators/parents need to be in the stands or snack bar area. They cannot be in the players' boxes or ice monitor station.
- Videos of skaters should not be posted on social media without the consent of those in videos.
- Please direct any ice concerns to the CVSC as soon as possible so that they can be addressed. cvsc.skating@gmail.com

Accidents can and do sometimes happen. It is important to acknowledge that no one is intentionally trying to cause an accident and skaters should make sure the other skaters are okay and apologize when this happens.

Virtual Lesson and Electronic Device Policy

1. Purpose & Scope

This policy outlines the rules governing the use of electronic devices for live, virtual coaching sessions on club-contracted ice. The primary objectives are to maintain on-ice safety and ensure strict adherence to athlete safety guidelines under the **U.S. Center for SafeSport Minor Athlete Abuse Prevention Policies (MAAPP)**.

2. On-Ice Session Authorization & General Rules

- **Independence Expectation:** The fundamental expectation of CVSC is that all skaters, regardless of age, must learn to independently manage their own virtual lesson and electronic device setups.
- **Proactive Restrictions:** To prevent congestion and distraction at the boards, parent-assisted or parent-facilitated lessons are not proactively offered as a general option for younger skaters.
- **No Ice Monopolization:** Skaters receiving virtual instruction are strictly prohibited from monopolizing a single section or corner of the ice surface. Lessons must be conducted exactly as if an in-person coach were physically on the ice. Skaters must



utilize the entire ice surface, flow with session traffic, and adjust their device or camera tracking parameters as needed from different areas of the rink.

- **Audio Device Compliance:** Skaters must maintain situational awareness to follow right-of-way guidelines and track other skaters on the ice. Skaters must use either one traditional wireless earbud (leaving the opposite ear completely uncovered) or open-ear bone conduction headphones (leaving both ear canals entirely unobstructed).

3. SafeSport & Minor Athlete Digital Requirements (Under 18)

To eliminate unmonitored digital access between adult authorities and minor athletes, all virtual coaching configurations must strictly adhere to SafeSport and MAAPP electronic communication protocols.

- **The Two-Deep Rule:** All virtual lessons involving minor athletes (under 18) must remain strictly "2-deep." A parent, legal guardian, or a second SafeSport-compliant adult must be actively included in the lesson structure to ensure a transparent training environment.
- **Off-Ice Audio Monitoring Access:** To fulfill the "2-deep" oversight requirement without crowding the ice surface or boards, the parent must have real-time access to listen in on the lesson (e.g., via a shared wireless earbud split link, Bluetooth monitoring, or speaker observation from a distance). This monitoring must be conducted entirely from a non-rinkside location, such as the bleachers or lobby viewing areas.

4. Case-by-Case Parent Accommodation Framework

If a parent or guardian feels their skater has an exceptional developmental, medical, or technical need that prevents them from managing a virtual lesson independently, they may submit a formal written request to the CVSC Board.

- **Deadline:** Requests must be submitted prior to the Fall session. Mid season requests can be submitted as training needs change.
- **Board Review:** Accommodations are evaluated individually on a case-by-case basis, provided a safe, non-disruptive facility location is available.
- **Single-Season Limitation:** Approved parent-facilitation exceptions are granted for the current competitive season only and expire automatically. All exceptions will be re-evaluated by the Board at the conclusion of the season block to assess ice safety impacts.
- **Role Restriction ("No Sideline Coaching"):** Approved parents present rink-side act strictly as a technical facilitator, parents must completely refrain from sideline



coaching, verbal instruction, corrections, or physical cueing . All instructional feedback must originate solely from the remote, compliant professional.

5. Seasonal Ice Restrictions & Blackouts

Virtual coaching requires elevated spatial awareness from the athlete, which creates an unmanageable safety risk when the ice is highly populated.

- **Spring Ice Blackout:** Due to extreme congestion and high skater density, **parent-assisted virtual lessons of any kind are strictly prohibited during the eight (8) weeks of Spring Ice sessions.** No exceptions will be considered for this block.
- **Permitted Accommodation Windows:** Board-approved parent accommodations are exclusively restricted to designated low-occupancy contract sessions during the Fall and Winter blocks.

6. Pre-Approval & Coach Verification Requirements

- **Advance Notification:** All virtual lessons require advance notification to the CVSC Board.
- **Submission Method:** Notifications must be submitted in writing via email to **cvsc.skating@gmail.com.**
- **Coach Compliance:** The remote professional must be fully registered and compliant with **U.S. Figure Skating Rule GR 4.01 / MR 5.11** (cleared background check, SafeSport trained, and active liability insurance on file)
- **Locker Room Privacy:** Under no circumstances may an active electronic device, live-stream, or video call be brought into locker rooms, changing areas, or restrooms. Devices must be completely powered off before entering these spaces.

7. Violations & Enforcement

- **First Offense:** Direct verbal warning from the Ice Monitor or a CVSC Board Officer, alongside immediate relocation or correction of the device/parent setup.
- **Second Offense:** Immediate suspension of all virtual lesson privileges for the remainder of the active contract session block.

Apparel, Skates, and Sharpening

What to Wear



Skaters need to wear warm, flexible clothing on the ice. Beyond basic skills, skaters usually wear lighter clothing—moving around on the ice generates heat! Most skaters practice wearing flexible athletic pants, but for performances and test sessions, dress up.

Figure Skates

Figure skates need careful sharpening—local shops accustomed to sharpening hockey skates can ruin the blade on a figure skate. Sometimes coaches or other skaters who are traveling to Boston or Montreal will offer to take other’s skates with them for sharpening.

Area shops do offer skates and sharpening, although the club recommends that skaters purchase skates and get skates sharpened by someone who specializes in figure skates to ensure the best fit and preserve the blade.

Local Figure Skate Sharpening:

Marissa Capua capua.marissa@gmail.com	CJ Robarge (802)373-3033 Clifford.robarge@outlook.com
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Specialized figure skating shops and other sharpening services are available here:

Maison du Patin
9371 Rue de Meaux,
Saint-Léonard, QC H1R 3H3, Canada
514-324-2662
<https://maisondupatin.com/>

Cooke’s Skate Supply
446 Main St.
Wilmington, MA
978-657-7586
<http://cookesskatesupply.com/>

Training

Pathways in Skating

There are several different disciplines within figure skating:

- Freestyle: individual programs featuring footwork, spins, and jumps
- Ice Dance: solo or pairs skating, with moves based on dance traditions
- Pair Skating: freestyle skating in mixed-gender pairs, program elements include throw jumps, jumps, spins, and footwork
- Theater on Ice: team performance, with use of props and costumes, emphasizing narrative

Most CVSC skaters pursue freestyle skating and/or ice dance. The club sponsors an adult and children’s theater on ice team (and many members of those teams also pursue freestyle skating or dance).

Coaches



The CVSC has approved a list of coaches who are eligible to coach on the CVSC ice sessions. This list can be found on our website: www.champlainvalleyskatingclub.org. To choose a coach, review their profiles and then reach out to coaches to learn more about them and find out their availability. Some possible questions you may ask include:

- How long have you been coaching?
- What are your greatest coaching accomplishments?
- What is your skating background? Do you specialize in coaching certain disciplines (singles, pairs, dance, synchronized skating)? What levels have you passed? Did you skate competitively?
- What are your rates? When do you expect to be paid?
- What is your policy if we have to cancel a planned lesson?
- Are there any other policies that we should be aware of in advance?

Non-CVSC coaches may coach on club ice, but are required to provide evidence of liability insurance and USFSA membership to the President. Non-CVSC coaches may coach on club ice up to 6 times during a season and must notify the Club when they plan to be on the ice. Non-CVSC coaches are expected to follow CVSC expectations.

Changing Coaches

Every once in a while, the need to change coaches arises. It is important to follow the CVSC coach change policy to ensure a smooth transition and maintain relationships. This policy can be found [here](#).

Jump Harness

A jump harness is installed at Leddy Park Arena and may only be used by CVSC coaches and CVSC members while in a lesson. Guest skaters from other clubs wishing to use the harness with a CVSC coach, may contact the CVSC at cvsc.skating@gmail.com to seek approval. When a skater is in the harness, do not skate between them and their coach, and the boards.

Teams

Vermont Children's Theatre on Ice

VCTI is a theatre on ice troupe made up of skaters ages 7 to 21. This group trains together on a weekly basis to put on performances. Their performances range from skating at local skating shows to competition pieces. CVSC is especially proud to have been the club that first introduced the discipline to the US! If interested, more information can be received by reaching out to vcti.skating@gmail.com.

On Thin Ice

OTI is a theatre on ice troupe for adult skaters. This group trains together on a weekly basis and performs in a variety of settings. They perform in local shows as well as compete at local competitions. For more information, please reach out to cvsc.skating@gmail.com.



Champlain Valley Regional High School

The high school team is made up of high school students who compete against other schools throughout New England. The team travels to different competitions to earn points for their team as well as to compete individually. For more information, please reach out to cvsc.skating@gmail.com.

Testing

The US Figure Skating Association has a formal structure that guides coaches and skaters in advancing through the sport. Skaters can take USFSA tests for skills, freeskate, and dance. More information about testing can be found [here](#). Coaches will advise their skaters about when and how to test.

Test Schedules

The CVSC will hold at least four test sessions throughout the year. Members will be notified of the dates via email and the dates will also be posted on the [website](http://www.champlainvalleyskatingclub.org) (www.champlainvalleyskatingclub.org). Judges are selected from the official list of USFSA Figure Skating judges and are selected on an “as-available” basis and according to the test levels required.

Signing Up for a Test Session

Test signup is completed through [Entryeeze](https://tinyurl.com/CVSCskate) (<https://tinyurl.com/CVSCskate>). Test fees are non-refundable, unless extenuating circumstances arise.

If a CVSC member would like to test through another club, written permission must be requested from the CVSC and can be requested through emailing cvsc.skating@gmail.com.

Test Certificates

Test certificates are issued by USFSA one to two months following a test. The Test Chair will distribute these certificates to coaches to be passed out to skaters.

Events

Shows

The CVSC runs several shows at Leddy Park Arena. The shows include a Holiday show and a Spring show. Club members are encouraged to participate.

Competitions/Festivals



The CVSC puts on a yearly competition called the Champlain Valley Open, which brings in skaters from Canada and all over New England. More information about this competition will be emailed to members, when the time arises.

The CVSC runs a basic skills competition called the Challenge Cup. This competition is geared towards skaters working on their basic skills as well as lower levels of freeskate. More information about this competition will be emailed to members when the time arises.

VCTI hosts the Northeastern Theater on Ice Festival. This event brings in teams throughout New England and gives teams the chance to receive feedback on their programs. More information about this event will be emailed to members closer to the date of the festival.

Annual Banquet

The CVSC hosts a banquet at the end of each season. At the banquet, everyone enjoys a buffet meal and the club recognizes graduating seniors and skaters who have passed tests. Other accomplishments, such as landing the axel, are recognized as well.

Fundraising

In an effort to offset rising ice costs for our members, the CVSC has participated in fundraising events. Such events have included a Calcutta and a Snap! Raise campaign. More information will be emailed to members as fundraising opportunities arise. We also welcome other fundraising ideas.

Governing Bodies

Board of Directions

As defined in the by-laws (available on the website), the Board of the Champlain Valley Skating Club is an elected group of Club members who, together with the Officers of the Club, have the responsibility and the authority to manage the affairs of the Club. The group is elected at the annual meeting which is held in May of each year. The Board meets monthly to make decisions relating to the issues of the club.

All members are welcome to attend these Board meetings. The dates are posted on the CVSC's calendar (on website). Members may also email a Board member regarding any concerns or suggestions that they may have.

How to Stay Informed

The CVSC website, www.champlainvalleyskatingclub.org, is the first stop for Club information. The CVSC Board will also email members on a regular basis regarding Club happenings. If



questions arise and the answer cannot be found on the website, please email cvsc.skating@gmail.org.

We are happy that you have joined us!