

FINDLAY SILVER BLADES
FIGURE SKATING CLUB
FINDLAY, OHIO

MEMBERS' HANDBOOK
2019-2020

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FINDLAY SILVER BLADES
Members' Handbook

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WELCOME TO THE CLUB!

Findlay Silver Blades Figure Skating Club is a 501(c) 3 non-profit organization dedicated to bringing quality figure skating to the greater Findlay-Hancock County region. It began in 1974 when the Hancock Recreation Center (now called The Cube) was built. The success of Silver Blades is due to the support of the community and the excitement generated by its members. It is the only figure skating club in Northwest Ohio that has an annual ice show – Ice Classics.

Findlay Silver Blades is a recreational figure skating club affiliated with the Ice Skating Institute and with United States Figure Skating Association. Its current membership includes members ranging in age from 4 to adult levels, and its professional skating instructors teach basic through the most advanced skating skills.

Beginning skaters are taught skating skills through group lessons using the Learn to Skate USA while also applying the ISI and testing standards. Test sessions are scheduled throughout the season giving the skaters the opportunity to test into new levels and to earn ISI test patches and advance their levels in USFS.

Not only is Findlay Silver Blades a means for fun and fitness while mastering the sport of figure skating, but it also provides its members an opportunity to build lasting friendships.

Social activities, skate swaps, fundraisers, and the annual ***Ice Classics*** ice show makes each season a lot to look forward to. Reading this handbook will help you be informed, ready to skate, and get the most out of your time and investment.

ICE SPORTS INDUSTRY (ISI) AFFILIATION

Findlay Silver Blades' members are also enrolled, by the Club, as members of the Ice Sports Industry (ISI). ISI is an international trade association encompassing all aspects of the ice skating industry. The mission and goals of ISI are to promote ice skating as a participant sport and recreation and to provide information for the development, construction and operation of ice skating facilities. ISI is dedicated to providing leadership, education and services to the ice skating industry.

Your ISI membership provides program materials. The ISI testing standards are used by our instructors. ISI rules and standards also apply at all skating competitions sanctioned by ISI. For more information, visit www.skateisi.org

UNITED STATES FIGURE SKATING ASSOCIATION (USFSA) (May, 2017) (AFFILIATION)

As of May, 2017, the Findlay Silver Blades Figure Skating club was declared a "Provisional" status club with the USFS, as of May, 2019 we have been recognized as a "Full member" club. It is the national governing body for the sport of figure skating in the United States. As the national governing body, the mission of USFS is to provide programs to encourage participation and achievement in the sport of figure skating on ice. It is one of the strongest and largest governing bodies within the winter Olympic movement, with more than 178,000 members in member clubs, collegiate clubs and school-affiliated clubs. To date, USFSA has almost 700 member clubs. USFS is a member of the International Skating Union (ISU), the international federation for figure skating, and is a member of the U.S. Olympic Committee (USOC).

Beginning in September, 2016, our Group A skaters used the Learn to Skate USA curriculum. Learn to Skate is a skill based progressive curriculum that is based on the ABC's of basic athleticism - agility, balance, coordination and speed. The Learn to Skate USA program was developed thru the combined efforts of USA Hockey, U.S. Figure Skating, the Special Olympics and US Speed skating with the intent to build stronger

skaters and provide a clear pathway into skating thru one unified national learn to skate program. It is the only learn to skate program endorsed by all of these programs as well as the Professional Skaters Association (PSA). Once a skater has become proficient enough to take official U.S. Figure Skating tests or compete in competitions beyond Learn to Skate USA, joining a US Figure Skating club becomes necessary. Continuing with our trend to offer more opportunities to our skaters, we were accepted as Provisional members of US Figure Skating. This allows us to now offer our skaters the opportunity to be members with US Figure Skating making them eligible to:

- * Test at U.S. Figure Skating-sponsored test sessions
- * Compete at U.S. Figure Skating-sanctioned events
- * Participate in U.S. Figure Skating qualifying events
- * Represent our club at regional, sectional and national events
- * Participate in all sanctioned events

We will be offering five types of US Figure Skating memberships - Introductory, Full, Collegiate, Professional and Subsequent Family Membership. Membership for US Figure Skating is included in your club fees for the skating season. Skaters considering skating in college will be able to explore the skating at their first choice universities as many colleges and universities require US figure Skating tests to represent them. We are excited to offer this opportunity as it opens many doors for our skaters both in the club and as they travel outside the club upon graduation and wish to pursue skating in college, shows and coaching.

BOARD of DIRECTORS/PARENTS/VOLUNTEERS/SKATING PROFESSIONALS

Findlay Silver Blades is run by volunteers, parents, skating professionals and other supporters in the community. Without their input, skaters would not have this fine opportunity.

A **Board of Directors** consists of elected members and generally meets monthly. The Board is responsible for organizing and ongoing operations of Findlay Silver Blades Figures Skating Club (FSB FSC). The Board of Directors shall have the same authority over FSB FSC in all aspects as related to ISI as well as USFS. Minutes from each meeting are posted on the website.

Parent Volunteers are used to help keep the dues as low as possible. All families are expected to assist in one or more areas of the Club. This may include a social activity, competition, working on one of many areas of the annual ice show, playing music during freestyle skating times, or participating on one of the many committees. Refer to the Conduct & Disciplinary Policy for required volunteer hours.

The **Skating Professionals** are contracted by the Club to teach the Group A and B group lessons. The Club contracts a Head Skating Professional to organize the skating professionals, group lessons, test sessions, and both ISI and USFS compliance.

CLUB PROFESSIONALS, HEAD PRO, BOARD MEMBERS.

On our website, www.findlaysilverblades.com, we have listed out the current Board Members for the current skating season under the section of Board Members. Our head professional and coaches are also listed on the website as well with contact information under the coaching section. All professionals listed have been approved for use on FSB Ice time.

COMMITTEE DESCRIPTIONS:

BUDGET:

The Budget Committee shall consist of the Treasurer, President, Controller and other Board or club members. The Committee will be responsible for developing and recommending to the full Board for its consideration, an operating budget for the year, including the establishment of all fees for club members.

ICE SHOW:

The Ice Show Committee shall consist of one or more Board members, who shall be responsible for all aspects of the Club's Ice Show, along with any other skating parents. The Chairperson of the Committee shall appoint such sub-committee chairpersons as he or she deems appropriate to enable a high quality presentation with an efficient distribution of responsibilities involving a maximum number of Club members. The Chairperson shall be responsible for submitting a proposed budget and a proposed Subcommittee structure for the Ice Show to the Board for approval prior to expenditures being made. The Show Committee Chairperson and Subcommittee Chairperson(s) will be permitted to incur expenses on behalf of the club without prior approval of the Board or Show Committee provided such expenses when combined with other expenses already incurred, or expected to be incurred, are within their total show budget, and within any approval authority schedule approved by the Board.

MEMBERSHIP COMMITTEE:

The Membership Committee shall consist of one or more Board members. It shall be responsible for seeking candidates for membership, registering regular members with ISI and USFS. Assist the Secretary in keeping a roll of memberships for the Club.

PROFESSIONAL COMMITTEE:

The Professional Committee will consist of one or more Board Members, and will be the liaison between the Board and the Professional Staff. They shall interview prospective Professionals and make recommendations for hiring to the Board of Directors for contracted professionals. They shall also review the Professional Staff yearly along with the Head Pro and if needed provide a written copy of their review for the contracted professionals and others as needed. Any professionals that are coaching on a private basis between skater and coach, shall follow and maintain professional standards through the code of conduct and the signed application to coach on FSB FSC private ice time.

TEAM COMMITTEE:

The Team Committee shall consist of a Board Member, and may include a parent of a team skater, if available. The final committee appointments and decisions will be approved by the Board. The Team Committee will serve as a communication link between parents and the Board. Specific duties of the Team Committee shall include:

1. Establish an annual operating budget, in cooperation with the Treasurer and Team Coach.
2. Confer with the selected coaches on try-out dates, times and selection process of team.
3. Coordinate with the selected coaches the schedule for all team practices.
4. Coordinate with the selected coaches the competition schedule and additional fees for selected competitions. Maintain all necessary paperwork.
5. Hold parent information meetings during the year or as needed.

RULES AND ICE:

The Rules and Ice Committee shall consist of one or more Board members. It shall make rules of

conduct for members, and supervise conduct on the ice. The rules shall be approved by the Board of Directors and distributed to club members. The Committee shall have the authority to enforce the rules and regulations, or to delegate such authority. The committee shall also have the responsibility to divide the ice time into sections corresponding to the requirements of the Club, while ensuring a reasonable balance of ice time and instruction for the different levels of skaters. Rules and regulations shall be approved by the Board and then communicated to Club members.

SOCIAL:

The Social Committee shall consist of one or more Board members who shall be responsible for planning and implementing all Club social functions, including any social functions in conjunction with the Ice Show.

TEST AND COMPETITION:

The Test and Competition Committee shall consist of one or more Board members who shall coordinate and supervise the giving of ISI and USFSA tests, including setting dates, and for obtaining approved ISI and USFSA judges for the tests. The chairperson shall keep records of the tests passed by members upon completion of test levels. It shall be responsible for all Club and Inter-club competitions. The Committee shall be responsible for determining persons eligible to enter any such test and competition.

WAYS AND MEANS:

The Ways and Means Committee shall consist of one or more Board members and will be responsible for money-making projects throughout the year other than the Ice Show

NON-STANDING COMMITTEES:

The President shall appoint such other committees as he or she deems appropriate for the effective management of the Club. The Board may also choose not to fill certain committees as they deem appropriate for the management of the Club.

MEMBER BENEFITS/FEES

Full time Membership fees for the skating season will provide the following benefits: (Benefits will vary depending upon your level of membership, limitation apply for Associate and Half Year members)

- Use of club affiliation for all ISI & USFSA sanctioned competitions
- USFSA Membership / ISI membership
- Use of FSB FSC ice time at The Cube
- Use of Club professional instructors during scheduled group lesson time
- Participation in Holiday Show
- Participation in Club activities
- Participation in the Ice Classic Show

Membership fees that you pay cover only a portion of the cost for running the Club. Annual Fees and payment options are posted in our membership packets.

Additional costs you might incur personally could include the following:

- Ice Skates
- Special costumes for ice show feature parts
- Skating apparel
- Team skating & costumes

- Open paid Freestyle Time
- Competition expenses for entry fees & travel
- Private lessons
- Refreshments at The Cube
- Testing fees

Skaters must have membership fees paid on time. Skaters will not be permitted to participate in any ice activities until fees are paid according to the fee schedule. Late fees can result in skater being removed from FSB Ice time.

All fees are nonrefundable, which applies to all membership fees, team skating, and synchro, as well as testing fees. Exceptions are listed on testing applications and in cases where the injury /illness policy may apply.

MENTORSHIP PROGRAM

Student Instructor: (revised 2016)

- Skates at the ISI Freestyle 4 level or above and is in at least in the 8th grade.
- Student Instructors are volunteers who assist instructors during our Group A lessons and freestyles.
- Student Instructors also assist during try it out days, group activities and are eligible to assist during Group A show practices (February- March).
- Student Instructors are expected to abide by all the rules and regulations of the Findlay Silver Blades Figure Skating Club. They are also required to register with *Learn to Skate USA*, further information to follow after receipt of the application from the Head Pro.
- Student Instructors will meet with the head pro, periodically to discuss skill sets and teaching techniques.
- Student Instructors are tested on their knowledge of the skills associated with the levels taught in Group A.
- Those interested must submit the application to the Head Pro by the specified deadline listed in the application and be committed to the entire season, September thru January.

Junior Instructor: (starting in 2015-2016, updated 2018)

- Volunteered as a Student Instructor for at least 2 years immediately prior to being a junior instructor, for a minimum of 30 hours, is at least a FS 6 skater within the Club and 16 years of age. They will be able to coach Group A and B skaters but must hold appropriate coaching credentials and certifications as well as insurance, and then must submit coaching paperwork to the club for approval.
- Be a team player and abide by all rules and regulations of the FSB FSC.
- Attend all FSB coaches' meetings.
- Apply to be a professional member, which includes liability insurance, background checks and all applicable fees associated with coaching for the affiliated professional organizations aligned with FSB Club.
- Must obtain their bronze level judging certification, or minimum level as assigned by the Head Pro and Board, and pay all applicable fees.
- Must complete the basic certification exam that is free with your Learn to Skate USA.
- Must be available to trial judge during test sessions and our annual competition.
- Must agree to be monitored by and meet with the Head Pro at least once a week.
- Must volunteer to assist on Group A Lessons at least once a week.

Junior Instructors will be allowed to coach Group A and B students at a pre-determined rate for the current skating season on a per hour basis. Once a skater passes into Group C, the Junior Instructor time has ended and the Head Pro will meet with the skater's parent(s)/guardian(s) to discuss further private instructor options.

If you are interested and eligible for these programs, please fill out an application and return it to the Head Pro by the required deadline. The Head Pro will then be in touch with you to discuss how to complete your background check and apply for your professional membership. Also by volunteering, you are committing to at least 5 hours of volunteer time in order to receive any apparel, which may or may not be provided by the Club as an instructor. If such obligation is not met, then the cost of the apparel will be the responsibility of the skater for reimbursement to the club.

For both of the Student and Junior Instructors, be aware that the time and days may vary from season to season as the groups may need to change along with the freestyle times and days which are available for the Club.

SKATING EQUIPMENT & SAFETY

Skaters should come to the rink dressed appropriately in warm layers of clothing, no inappropriate words or Midriffs - such as crop tops, etc. Many of our skaters choose to wear skating dresses with warm tights or leggings and sweaters, however it is not required. Others, wear sweat pants and sweat shirts. Gloves and hats are recommended and are very important for young skaters' safety, comfort and warmth.

Skaters should have a well-fitted pair of leather ice skates that have good support for the skater's ankles. Skates typically fit the foot like a glove and are usually a size smaller than the skater's shoe size. Skate guards should be worn when going to and from the ice surface to protect the blades from getting damaged and dull. Skates should be sharpened every 4-6 weeks depending on the number of hours the skates are being used per week. Skate blades should always be dried off with a dry towel after use and stored in a bag with soakers (cloth blade covers) to absorb moisture and to protect the blades from hitting together. After arriving home, skates should be removed from the bag, soakers removed, and boots and blades left out to dry.

Parents are strongly advised to remain at the rink during the lesson and freestyle times. If you need to leave the rink, please let another parent know in the event of any kind of emergency (such as an injury, change in weather condition, etc.).

ICE TIME & GROUP LESSONS

The Board allocates and schedules ice time for all skaters. This includes a combination of group lessons and freestyle ice for skaters at Group A & B levels. Skaters are grouped for lessons based on their ability determined by their ISI/USFS/Learn to Skate USA test level. Skaters at higher levels are allocated freestyle ice time only and receive no instruction as part of their fees.

ISI testing levels from beginner to most advanced are: Tot 1-4, Pre Alpha, Alpha, Beta, Gamma, Delta, and Freestyles 1 through Freestyle 10. Every effort is extended by the Club to provide equal value to all members. Reduced ice time for the lower levels is offset by Club costs for instructors for the group lessons.

ISI/USFS TEST SESSIONS & GROUP PLACEMENT

FSB test sessions are scheduled frequently throughout the season by the Board. ISI has a list of elements for each level that skaters must master and perform for an instructor or panel of instructors for

Freestyle 1-10 in order to move from one level to the next. If the skater has mastered all elements specified, he/she is moved to the next level and is given an ISI test badge. The test levels are Pre-Alpha, Alpha, Beta, Gamma, Delta, and Freestyle 1 through 10. USFS is broken down from pre-preliminary to senior moves and freestyle. For the beginning skater that has not yet reached the Pre-Alpha level, there is a Tot I, 2, 3, and 4 levels where badges are awarded for basic maneuvers.

The following Groups have been established by the Board for the skating season: *(Please note that as skaters pass from one level to the next throughout the skating year, and as skaters may join throughout the year, the group may become too large. If this happens then it will be necessary to further divide the group by different levels to be able to accommodate all of the skaters safely.)*

Group A: Skaters beginning through passed Delta (ISI) /Basic 6 (Learn to Skate)

Group B: Skaters that have passed Freestyle 1 through Freestyle 3 (ISI) /pre-preliminary FS (USFS)

Group C: Skaters that have passed Freestyle 4 (ISI) /preliminary FS (USFS)

Group D: Skaters that have Freestyle 5 and above (ISI) /juvenile FS and above (USFS)

All rules of ISI and USFS are followed during the test sessions. Testing fees remain the same and apply for any testing sessions offered by FSB Club. A passed test will be recorded in FSB' records and will therefore be sent by the Club to ISI headquarters for their records. There is a testing fee for all test at FSB rather it is for ISI or USFS. The club testing committee chairperson/treasurer is responsible for collecting the fee from the skater. As of June 25, 2015, after registering to test there will no longer be a refund of testing fees if the skater chooses not to test after the deadline date. If the skater withdraws before the deadline date, the test fee will be refunded.

As of June 15, 2005, all FSB test sessions must have 3 judges present in order to determine Group Placements. A skater must participate in a FSB test session to earn Group placement as defined by the FSB Board of Directors.

As of December 8, 2005, if a skater tests at a testing session outside of a FSB 3-judge test session, the results will be honored by ISI and for competitions; however, the skater must still be evaluated by a 3 judge panel to count towards Group Placement. This evaluation is to take place during a regularly scheduled test session and standard ISI maneuver requirements and FSB testing fees apply.

It is beneficial for parents to know the name of the ISI/USFS/Learn to Skate level your skater is working on and what maneuvers are required for that level. This is helpful in encouraging your skater to improve his/her skills. Your coach can further inform you of the skating skills required for each test level. For skaters testing Freestyle 1 in ISI or above, a test application needs to be completed, signed and returned to the chairperson by the test session sign-up deadline. In USFS test sessions will also have applications to be completed with testing fees and returned by set deadlines.

Skaters transferring into FSB from another skating club will be accepted into our club at their current level and placed in the corresponding Group.

PRIVATE LESSONS

After your skater passes Delta/Pre free skate group lessons are usually tapered to the level, and therefore, skaters will probably want to contract with a private instructor for private lessons. Club instructors, who have completed their application process for the FSB FSC, are allowed to offer private lessons during our open paid and group lesson free style time slots. Parents/guardians are encouraged to inquire with any of the instructors to determine if they are accepting new students and the type of instruction they will be offering, such as ISI or USFSA. If not, the Head Pro may be able to recommend a professional to you. The cost for private lessons is determined by the instructor. Ice time for private lessons is available at The Cube during Club freestyle and paid open sessions. All arrangements for private lessons are strictly between the parents and the instructor. As a club, we do require proof of liability insurance from our coaches before they are allowed to use FSB Ice Time for the safety of all of our skaters.

SKATING COMPETITIONS

Skating competitions are an optional activity for FSB members. Figure skating competitions are where many clubs meet to compete for awards in all ages and skating levels. FSB hosts the Flag City Competition at The Cube, normally held in November. A recorded (CD) music program, skating routine and costume are required. Registration, payment of fees, coaching and travel arrangements are the responsibility of the member who chooses to participate. Information concerning competitions can be obtained from the FSB competition's chairperson and the website.

PROPS ON THE ICE: (January, 2018, revised from 2016)

Props may only be used two weeks before a competition. Stand-alone props can only be used during your skater's lesson when the music is playing, with the understanding that the coach stands with the stand alone prop, so that other skaters are not put in an unsafe situations of colliding with the prop, and it can only be used once during a lesson period. As for hand held props, they cannot be laid on the ice during the routine, so if they are going to be put down during the actual performance, they must be handed off to the coach during the practice time. So hand held props can be used only during lesson times as well. Any props on the ice cannot be left unattended for any reason, as this is a safety issue for all of the skaters and coaches during the session.

ICE CLASSICS ICE SHOW

The annual ice show is an opportunity for the skaters to show off their talent and it is held at the conclusion of the ice skating season. All skaters get to perform under a spotlight and in front of a live audience. Ice show solo and feature parts are made at the discretion of the show Director(s) based upon show tryouts. Factors such as skating level, showmanship, and sportsmanship will be considered during the solo/feature selection. **As a reminder, Club membership fees must be paid in full to receive a show assignment.**

The Show is a major activity for the Club. Since this is such a large undertaking for the Club it is a requirement that all parents become involved in the production of the show. Volunteer committees include costumes, lighting, props, physical arrangements, publicity, ticket sales, program advertisements and layout, and many other opportunities during the show.

There will be a show meeting for parents planned in the fall to discuss the show themes, schedules,

costumes, pictures, ad sales, ticket sales, patron sales and to answer any questions. You are encouraged to attend this meeting. Questions about the show during the remainder of the season are to be directed to the show committee chairpersons. The normal skating schedule will change once ice show practice begins – usually near the end of January. After show practices begin, check the bulletin board weekly for new show information, as well as the weekly show practice schedule. Practice schedules will be posted on the website and emailed to the club members. A DVD recording of the entire show may be ordered at the end of the Show for a nominal cost.

Show Try Out:

Show Features – Agreement of Expectations for the Skaters and Parents.

1. Since no audience is allowed inside the rink during try – outs, programs will be displayed on the television in the lobby, if available.
2. Each skater needs to appreciate the honor of being able to try out for a spot in the show. However, while the show director would love to give a part to every single skater who tries out, that is not possible. Because features and solos can range depending on number of skaters and available positions, there will be a possibility that your skater will not receive a part. The judges for the Ice Classics Show are brought in as an impartial panel who are judging the skater on their performance for show tryouts on that day. This may be waived if rule #3 is applied for the skating season.
3. For the 2019-2020 show, all FS 5 and above will be in a feature and if any FS 6 would like to try for a solo, then they will try out with a \$25 fee and it will be during Group D ice time. If a skater has a solo they will not be in a feature.
4. There is a minimum of a skating level to be determined for the Show before try outs. The requirement level is based on the number of skaters in the higher level positions. Currently, the minimum requirement is to be a Freestyle 5 for any feature and a Freestyle 6 for a solo, (revised May, 2016).
5. Senior skaters are featured in their senior salute during the Ice Classics Show. If a senior skater would like to try out for an additional feature part, then they will be subject to the rules in the show try out section.
6. Decisions are final after posting.

Try Out Meeting Before the Ice Classics Show:

- If any feature selected cannot fulfill their part of the agreement, they will be removed from the number and an alternate will be chosen, if possible, or the number will be re-worked with the remaining feature skaters. If more than 5 absences/tardiness are received, they will be removed from that number. *Please be aware of the changes for the contract signed by parents and skaters for the show.* As part of a feature you are also expected, like the rest of the skaters to be on time for all scheduled numbers in which you are in for the show. Please bring forth any conflicts with the schedule to the show director, the Show Chair, and a Board Member as well, all of these people will need an e-mail and or text with information pertaining to the absence of the skater. Parents this does require a commitment on your part as well. If you are having work and show conflicts, please try and “buddy up”, for a possible solution, talk with the show director, etc. We have set aside time that is available to use for ice show practice, it is the same time we have contracted with the Cube for ice time for the entire year, except for Show week. Please be aware that the Cube also has other groups to work with for the scheduling of ice time.

- **Features** - please be advised that while we support you in your growth and this opportunity to display your talents, we do have other skaters in the club whom are working for such parts and skill levels and have made the necessary adjustments to be at the rink and ready to go for rehearsal times.
- Respect for your fellow skaters, includes being on time. Being present for any new instructions from the coaches as to the changes that will continually be made to the Show for group and individual placements. If you are not here for the information, you have just placed yourself and the other skaters on the Ice in danger. Every member of FSB, and their parents have all made commitments to the Club and the success of the show when they joined and **signed their membership-conduct and disciplinary policy agreement and Show contracts.**

PAID OPEN FREESTYLE SESSIONS, RULES, & MUSIC PLAYING GUIDELINES

These freestyle sessions are listed on the skating schedule throughout the year and are available on a first come first serve basis. Order of skaters allowed on an open paid freestyle would be full member, partial member, and then associate member. The maximum number of skaters per session is capped at 25 for the skater's safety. If the number of skaters would exceed the 25, then the lowest member would be bumped from the ice in the first 5 minutes of the warm up time, if another skater arrives to skate for an Open paid Freestyle. If this would happen, then the bumped skater would receive reimbursement of their freestyle money or punch card. The cost is \$15.00 per one session or use of a punch card and is open to all skaters. . Skater's must sign-up and pay the volunteer prior to skating on a paid open freestyle session. *It is the responsibility of the skater to sign in for each session*

1. Be aware and attentive of lessons being given and the student attempting new maneuvers.
2. Keep moving at all times.
3. Yield to the **called** skater (the skater who is skating to his/her music). The **called** skater will be wearing a bright colored vest to highlight his/her identity.
4. **MUSIC GUIDELINES: UPDATED FEBRUARY, 2014, revised 2018.**
 1. All music should be labeled with your name.
 2. Music is played by the posted list for each group. The volunteer will inform the skater who they are after. It is the skater's responsibility to be aware when they are next as posted on the list. *In order to keep the music flow going and play as much music as possible during each session, we will not wait on a skater to get their vest on; we will skip them and go to the next skater while they are getting ready.*
 3. Only coaches can request a "bump" during their skaters' lesson. We ask that the coach is the one giving the CD to the music volunteer and requesting the "bump", not the skater.
 - a. The coaches have agreed to only ask for a "bump" **one time** during a skater's lesson time.
 - b. The coaches have agreed that it is not fair to continue bumping the same skater (when several coaches ask for a bump at the same time) so we have agreed to only bump a skater once. Therefore they may have to bump the *next* skater in the rotation and wait a few minutes before their music is played. We feel this is only fair as not all skaters work with their coach every freestyle session, and should still be able to get their music played.
4. You are responsible for having your music queued. If the volunteer playing music cannot find the music, your turn will be skipped.
5. Skaters are required to pick up their music at the end of each session.

We ask that all parent volunteers follow these guidelines. If you have any questions, or any issues come up when you are volunteering, please see a board member immediately.

Parents are asked to volunteer to play music. Sign-up sheets will be posted.

CONFLICT RESOLUTION POLICY FOR FINDLAY SILVER BLADES – HANDBOOK. (Approved Feb, 2017)

Conflict Resolution Policy:

The purpose of this policy is to provide a logical format and guidance for resolving conflict within the Club:

- 1.) Any member of the Club, or other professionals should attempt to resolve issues with the parties involved. This attempt should take place in private. Issues should be approached with respect and humility and the intent to learn. The conversation should focus on problem solving and improving the overall process. Finger pointing should be avoided. This would be a formal or informal process and probably as a verbal conversation.
- 2.) If the issue cannot be resolved, the party who has the complaint has the option of directing their concerns to the Board in writing. The conflict will be taken to the Board at the next Board meeting.
- 3.) The concerns will be taken to the Board for investigation. At that time the Board will discuss and investigate the alleged concern. If needed the President may form a Committee to investigate the alleged conflict. A proposed solution will be presented either by the Board or special committee for the Board to: (a) take no action or (b) disclose the situation more broadly and invite discussion/resolution by the full board of what action to take, or (c) refrain from taking action and otherwise dismiss the conflict. In most cases the broadest disclosure possible is advisable so that decision-makers can make informed decisions that are in the best interests of the Club.
- 4.) If the discussion with the Board does not resolve the problem to the mutual satisfaction of the parties involved, then the issue should be directed to the next level as a possible grievance to be filed with the rules set forth by the USFS or ISI. Referral to the rules and regulation of the USFS or ISI handbook at this time would be used for filing of such grievances.

Conflict of Interest Policy (Approved 2.11.2017)

This Conflict of Interest Policy governs the activities of the board and independently contracted professionals of Silver Blades Figure Skating Club, Inc. Questions about the policy should be directed to the Board of Directors. It is the duty of all board members and professionals to be aware of this policy, and to identify conflicts of interest and situations that may result in the appearance of a conflict and to disclose those situations/conflicts/or potential conflicts to (i) the Board of Directors (ii) the Executive Committee, (iii) the President of the Board, or other designated person, as appropriate. This policy provides guidelines for identifying conflicts, disclosing conflicts and procedures to be followed to assist the Club in managing conflicts of interest and situations that may result in the appearance of a conflict.

1. What is a conflict of interest? A conflict of interest arises when a board member or professional member has a personal interest that conflicts with the interests of the Club or arise in situations where a board/staff member has divided loyalties (also known as a “duality of interest”). The former can result in situations that result in inappropriate financial gain to persons in authority at the Club which can lead to financial penalties and violations of IRS regulations. Similarly, situations or transactions arising out of a conflict of interest can result in either inappropriate financial gain or the appearance of a lack of integrity in the Club’s decision-making process. Both results are damaging to the Club and are to be avoided.

- *Example #1:* a person in a position of authority over the Organization may benefit financially from a transaction between the Organization and the board/staff member; or others closely associated with the board/staff member may be affected financially. Family members, or their businesses, or other persons or the businesses of persons with whom the board/staff member is closely associated, could benefit from similar transactions.
- *Example #2:* A conflict of interest could be a direct or indirect *financial interest* such as those described above, or a *personal interest* such as the situation where a board member of the Club is also a board member of another nonprofit or for-profit entity in the community with which the Club collaborates or conducts business.

2. Who might be affected by this policy? Typically persons who are affected by a conflict of interest policy are the Organization’s board members, officers, and senior staff. In some cases a major donor could also be in a conflict situation. The Club takes a broad view of conflicts and board/staff are urged to think of how a situation/transaction would appear to outside parties when identifying conflicts or possible conflicts of interest.

3. Disclosure of Conflicts. Board members and senior staff will annually disclose and promptly update any disclosures previously made to an officer of the Board in writing to the Organization that requests them to identify their interests that could give rise to conflicts of interest, such as a list of family members, substantial business or investment holdings, and other transactions or affiliations with businesses and other organizations or those of family members as well as other nonprofit organizations.

Board and staff are also urged to disclose conflicts as they arise as well as to disclose those situations that are evolving that may result in a conflict of interest. Advance disclosure must occur so that a determination may be made as to the appropriate plan of action to manage the conflict. Independent contractors should disclose to other Board members or the Executive Committee as soon as the person with the conflict is aware of the conflict/potential conflict or appearance of a conflict exists.

4. Procedures to manage conflicts. For each interest disclosed, the full board, or the Executive Director or the Chairperson of the board, as appropriate, will determine whether the organization should: (a) take no action or (b) disclose the situation more broadly and invite discussion/resolution by the full board of what action to take, or (c) refrain from taking action and otherwise avoid the conflict. In most cases the broadest disclosure possible is advisable so that decision-makers can make informed decisions that are in the best interests of the organization.

- When the conflict involves a decision-maker, the person with the conflict (“interested party”): (i) must fully disclose the conflict to all other decision-makers; (ii) may not be involved in the decision of what action to take (e.g., may not participate in a vote) but may serve as a resource to provide other decision-makers with needed information.
- In some cases the person with the conflict may be asked to recuse him/herself from sensitive discussions so as not to unduly influence the discussion of the conflict.
- In all cases, decisions involving a conflict will be made only by disinterested persons
- The fact that a conflict was managed and the outcome will be documented in the minutes of board meetings if the conflict was related to a board member, and report to the Board and the Club if the conflict was related to an independent contracted professional associated with the Club.
- The President of the Board/Executive Director will monitor proposed or ongoing transactions of the organization (e.g., contracts with vendors and collaborations with third parties) for conflicts of interest and disclose them to the Board and staff, as appropriate, whether discovered before or after the transaction has occurred.

References:

Policy Adopted from a template policy provided by the Minnesota Council of Nonprofit Organizations.

Injury Policy/Concussion (updated November, 2016)

Ohio's Return-to-Play Law requires every youth sports organization to provide the Youth Sports Organization Concussion Information Sheet to the parent or guardian of any individual who wishes to practice for or compete in an athletic activity organized by the organization.

Findlay Silver Blades Figure Skating Club ("Silver Blades") is implementing an Injury Policy in order to address this requirement and ensure the safety of all the club's skaters.

An injury is any event that causes a skater no longer to be at full capacity to perform skating activities.

"The ice" includes group lessons; private lessons; Open Paid Freestyle time; Synchro, Production, or Ensemble practices; or any other skating activity associated with Silver Blades.

The policy is that:

1. Skaters and parents / guardians must review the Youth Sports Organization Concussion Information Sheet.
2. Each skater and one parent / guardian must complete the Concussion Agreement on a yearly basis. It details the steps required for return to the ice in the event of any injury or concussion.
3. Any skater who suffers an injury will be removed from the ice immediately. If required, emergency transport and treatment will be summoned. Before any skater may return to the ice for any injury they are required to have a physician's release approved by the Board. It is the responsibility of the skater and parent/guardian to follow any restrictions detailed in the release. Findlay Silver Blades is not responsible for the enforcement of any restrictions.
4. The parent / guardian of the skater will be notified of the incident. It is the responsibility of the parent / guardian to attend to the skater.
5. If a skater hits her / his head, or appears to have (or possibly have) a concussion, s/he will be evaluated for signs or symptoms of a concussion. If s/he shows no signs or symptoms of a concussion, s/he may return to the ice. If the skater shows any signs or symptoms of a concussion:
 - a. S/he may not return to the ice the same day that s/he is removed from the ice.
 - b. Written release from a physician, qualified to evaluate concussions will be required as evidence of the skater's capacity to return to the ice after any injury.
 - c. The release must be approved by the Silver Blades Executive Committee before the skater may return to the ice.
 - d. It is the responsibility of the skater and parent / guardian to follow any restrictions detailed in the release. Silver Blades is not responsible for the enforcement of any restrictions.
6. The liability waiver, contained within the Silver Blades Membership Agreement, remains in effect after the skater's return to the ice.

Resources / references:

www.cdc.gov/concussion/HeadsUp/youth.html
www.healthy.ohio.gov/concussion

Injury / Illness Refund Policy (updated November, 2016)

A skater or her / his parent / guardian may request a refund of Findlay Silver Blades Figure Skating Club ("Silver Blades") membership fees due to the skater's inability to be on the ice because of injury or illness. Any such request is the sole responsibility of the skater or parent / guardian.

Any such request may be submitted no sooner than six weeks after the date of the injury or start date of the illness.

Any such request must be accompanied by written documentation from a physician, detailing:

1. The date of the injury / start date of the illness;
2. The end date of treatment for the injury or illness.

The request will be for:

- Either a partial refund for the time that the skater was unable to be on the ice.
- Or a full refund for the remainder of the skating season. In this case, the skater may choose to become an associate member for the remainder of the season. Associate membership will take effect as soon as the relevant membership fees have been paid.

Any request for a refund of membership fees must be approved by the Silver Blades Executive Committee. The refund will be for the number of weeks absent from the ice (starting from the date of the injury) pro-rated against the number of weeks in the full skating season. The refund will be made to the person who originally paid the membership fees.

Findlay Silver Blades Figure Skating Club Conduct AND Disciplinary Agreement

The following codes of conduct and disciplinary policies apply to all Findlay Silver Blades Figure Skating Club (FSBFSC) ice time (i.e. – group lessons, open paid, synchro, ensemble, holiday show, clinics, testing, competition, Ice Classics Show, etc.) and while representing the club as an individual or team at separate competitions or shows.

SKATER CODE OF CONDUCT

1. It is the skater's responsibility to always be conscientious and aware of other skaters around them.
2. The only time a skater has the SOLE right of way on the ice is when they are the **called** skater. A **called** skater will be skating to their music and be wearing a bright colored vest to highlight his/her identity.
3. Advanced skaters are expected to exhibit patience toward beginner members of the club.
4. No one shall enter the ice unless a FSBFSC professional or board member is present.
5. Sitting on or climbing over the ice arena boards or barriers is prohibited.
6. Chewing gum or food on the ice is prohibited.
7. Skaters are prohibited from **carrying** any electronic device (cell phone, iPod, music player, etc.) while skating.
8. Gouging holes in the ice (by accident or on purpose) may cause a fall or injury. Skaters are required to repair holes immediately.
9. Intentionally forcing a skater into the boards, playing tag, conducting horseplay or running (on or off the ice) is prohibited.
10. No talking while coaches are talking. You should be listening!
11. Follow directions the first time they are given.
12. Only speak to fellow skaters in a positive manner.

PARENT/GUARDIAN CODE OF CONDUCT

1. Skaters, under the age of 10, **require** a designated and responsible adult to be present during their time on and off the ice at The Cube. It is strongly encouraged that skaters age 10 to 16 also have a responsible adult present. An adult presence is necessary in the event of an accident, weather/power failure, conduct issue, schedule change etc.
2. Non-skating children should never be left at the rink unsupervised.
3. Always allow coaches to have your child's full attention while on the ice. It is preferred that parents/friends stay in the lobby of The Cube or watch from the bleacher area.
4. Promptly inform coaches of any physical or mental issue affecting the safety of your child or others.
5. Each family is required to provide volunteer time and/or skills to support the club, competition, Ice Classic Show and board. A family is expected to provide a minimum of: 15 volunteer hours throughout the FSBFSC year prior to the Ice Classics Show, 20 volunteer hours for Ice Classics Show preparation/tear down, 20 volunteer hours during the Ice Classics Show.

6. Parents, not serving on the FSBFSC board, are prohibited from implying or stating they represent the FSBFSC, a majority of FSBFSC members, the FSBFSC board, the head professional or any coach when speaking to donors, patrons, supporters and third-party companies,
7. Communication Policy – Parents are encouraged to contact FSBFSC board with any questions/concerns. Upon initial contact, the responsible party (i.e. FSBFSC board, head professional, coach, third-party business) has 24 to 48 hours to provide a reply or ask additional questions. If follow-up is required, the appropriate responsible party has up to 5 days to provide a response. Continual contact (i.e. calls, text message, email, etc.) during the investigation time can be considered harassment and is prohibited.

SKATER AND PARENT/GUARDIAN SHARED CODE OF CONDUCT

1. Foul language is prohibited!
2. Skaters and parents/guardians are expected to exhibit good sportsmanship, provide positive support, and be respectful and courteous towards all skaters, coaches, parents/guardians, board members, volunteers, judges and guests.
3. Resolve conflicts without resorting to hostility, violence or using social media platforms to degrade/slander individuals, groups, teams or the club.
4. Skaters and parents/guardians will not ridicule, bully, blame, harass, intimidate or yell at other skaters, coaches, other parents/guardians, board members, volunteers, judges or guests for any reason.
5. Skaters and parents/guardians will respect other skaters, coaches, other parents/guardians, board members, volunteers, judges and guests, regardless of race, creed, color, sexual orientation or ability.
6. Skaters and parents/guardians will immediately report to the appropriate authorities (coach, board member, etc.) any acts of bullying, harassment or abuse they have witnessed.
7. Respect the decisions of judges/officials and their authority during competitions and test sessions.
8. Alcohol and illegal drug abuse are prohibited anywhere on The Cube premises.
9. Negative comments, inappropriate pictures or items are prohibited from being posted on any social media platform or other forum.
10. Show appreciation and recognize the importance of volunteers and club officials.
11. Skaters need to be dressed in clothing that allows flow of movement and warmth. Mittens and hats are encouraged. Clothing should not contain inappropriate words, symbols or gestures. No inappropriate showing of skin such as bare midriffs (crop tops).
12. Skaters and parents/guardians are prohibited from taking pictures (by accident or on purpose) that show one or more skaters in any stage of undress anywhere in the picture.
13. Skaters and parents need to check the **Findlay Silver Blades** FSC bulletin board, website, and emails for up-to-date notices and/or changes.
14. Skaters and parents are prohibited from placing items on, around or near the **Findlay Silver Blades** FSC bulletin board. If there is information you would like posted, speak either to a board member or the club professional. The appropriate committee and/or the board will determine if the information should be posted.
15. The Cube prohibits gum and any outside food in its facility.

DISCIPLINARY POLICY

First Offense:

Skater and/or Parent/Guardian will be verbally addressed in private regarding the violation.

Serious violations can result in a 1-week suspension from all FSBFSC activities without a refund of fees and may require a face-to-face meeting with the member and/or member's parent/guardian.

Second Offense:

Skater and/or Parent/Guardian will be removed from the activity and/or premises and given a written warning. Verbally addressed in private regarding the violation. A face-to-face meeting with the member and/or member's parent/guardian may be needed.

Serious violations can result in a 2-week suspension from all FSBFSC activities without a refund of fees.

Third Offense:

If a skater and/or parent/guardian continues to violate any guideline stipulated in the code of conduct, the FSBFSC board reserves the right to suspend a member for an extended amount of time without a refund of fees, terminate club privileges and/or club membership and remove or ban the person from the premises.

I, _____, have read the **Skater Code of Conduct**,

(Skater - Printed Name)

Parent/Guardian Code of Conduct, Skater and Parent/Guardian Shared Code of Conduct and Disciplinary Policy and I agree to uphold all the guidelines and principles of this document.

Skater Signature _____ Date _____

I, _____, have read the **Skater Code of Conduct**,

(Parent/Guardian - Printed Name)

Parent/Guardian Code of Conduct, Skater and Parent/Guardian Shared Code of Conduct and Disciplinary Policy and I agree to uphold all the guidelines and principles of this document.

Parent/Guardian Signature _____ Date _____

Information and the links to required videos to watch as per Ohio State Law can be found on the website of the Ohio Department of Health: <http://www.odh.ohio.gov/landing/Lindsays-Law.aspx>

What is Sudden Cardiac Arrest?

A Sudden Cardiac Arrest (SCA) occurs when the heart suddenly and unexpectedly stops beating, cutting off blood flow to the brain and other vital organs. Sudden cardiac arrest is fatal if not treated immediately, most often by a defibrillator.

Who is Lindsay?

Senate Bill 252 is named for national heart health advocate and former Miss Ohio Lindsay Davis who suffers from a heart condition and has since dedicated her career to raising awareness of this potentially fatal condition.

"Sudden cardiac arrest is the number one killer of student athletes," said Davis. "At any moment I could have died because coaches and teachers had no idea this was even a possibility for someone who looked as healthy as I did at that age."

<http://ohiosenate.gov/republicans/press/hite-joins-former-miss-ohio-to-announce-passage-of-lifesaving-bill-addressing-risk-of-sudden-cardiac-arrest-in-student-athletes>

Lindsay's Law

Lindsay's Law, Ohio Revised Code [3313.5310](#), [3707.58](#) and [3707.59](#) went into effect in 2017.

In accordance with this law, the Ohio Department of Health, the Ohio Department of Education, the Ohio High School Athletic Association, the Ohio Chapter of the American College of Cardiology and other stakeholders jointly developed guidelines and other relevant materials to inform and educate students and youth athletes participating in or desiring to participate in an athletic activity, their parents, and their coaches about the nature and warning signs of sudden cardiac arrest.

The following resources were developed to implement Lindsay's Law:

For **frequently asked questions and answers**. **Refer to the website**

For **parents/guardians and youth athletes**: as per the website.

- [Required video](https://www.youtube.com/watch?v=s-YfCWQPeqw&feature=youtu.be) -- <https://www.youtube.com/watch?v=s-YfCWQPeqw&feature=youtu.be>
- Required hand out is included in the book along with the contract that needs to be completed by skater and parents for meeting the requirements associated with Lindsay's Law, as per the State of Ohio and the Ohio Department of Health.

For **coaches**:

- If you are a coach for an interscholastic sport and are licensed by the Ohio Department of Education, please visit their [website](#) for information about your training requirements around Lindsay's Law.
- For Coaches using FSB FSC ice time, please visit the Ohio Department of Health website for additional information and required videos. Coaches must complete the required training as per Ohio State Law and the Ohio Department of Health Guidelines.

Sudden Cardiac Arrest and Lindsay's Law
Information for the Youth Athlete and Parent/Guardian

- **Lindsay's Law** is about Sudden Cardiac Arrest (SCA) in youth athletes. This law went into effect in 2017. SCA is the leading cause of death in student athletes 19 years of age or younger. SCA occurs when the heart suddenly and unexpectedly stops beating. This cuts off blood flow to the brain and other vital organs. SCA is fatal if not treated immediately.

- "Youth" covered under Lindsay's Law are all athletes 19 years of age or younger that wish to practice for or compete in athletic activities organized by a school or youth sports organization.

- Lindsay's Law applies to all public and private schools and all youth sports organizations for athletes aged 19 years or younger whether or not they pay a fee to participate or are sponsored by a business or nonprofit. This includes:

- 1) All athletic activities including interscholastic athletics, any athletic contest or competition sponsored by or associated with a school.

- 2) All cheerleading, club sports and school affiliated organizations including noncompetitive cheerleading

- 3) All practices, interschool practices and scrimmages

- Any of these things may cause SCA:

- 1) Structural heart disease. This may or may not be present from birth

- 2) Electrical heart disease. This is a problem with the heart's electrical system that controls the heartbeat

- 3) Situational causes. These may be people with completely normal hearts who are either are hit in the chest or develop a heart infection.

Warning signs in your family that you or your youth athlete may be at high risk of SCA:

- A blood relative who suddenly and unexpectedly dies before age 50

- Any of the following conditions: cardiomyopathy, long QT syndrome, Marfan syndrome, or other rhythm problems of the heart.

Warning signs of SCA. If any of these things happen with exercise, see your health care professional:

- Chest pain/discomfort

- Unexplained fainting/near fainting or dizziness

- Unexplained tiredness, shortness of breath or difficulty breathing

- Unusually fast or racing heart beats

The youth athlete who faints or passes out before, during, or after an athletic activity **MUST** be removed from the activity.

Before returning to the activity, the youth athlete must be seen by a health care professional and cleared in writing.

If the youth athlete's biological parent, sibling or child has had a SCA, then the youth athlete must be removed from activity.

Before returning to the activity, the youth athlete must be seen by a health care professional and cleared in writing.

Any young athlete with any of these warning signs cannot participate in practices, interschool practices, scrimmages or competition until cleared by a health care professional.

- Other reasons to be seen by a healthcare professional would be a heart murmur, high blood pressure, or prior heart evaluation by a physician.
- Lindsay’s Law lists the health care professionals who may evaluate and clear youth athletes. They are a physician (MD or DO), a certified nurse practitioner, a clinical nurse specialist or certified nurse midwife. For school athletes, a physician’s assistant or licensed athletic trainer may also clear a student. That person may refer the youth and family to another health care provider for further evaluation. Clearance must be provided in writing to the school or sports official before the athlete can return to the activity.
- Despite everyone’s best efforts, sometimes a young athlete will experience SCA. If you have had CPR training, you may know the term “Chain of Survival.” The Chain of Survival helps anyone survive SCA.
- Using an Automated External Defibrillator (AED) can save the life of a child with SCA. Depending on where a young athlete is during an activity, there may or may not be an AED close by. Many, but not all, schools have AEDs. The AEDs may be near the athletic facilities, or they may be close to the school office. Look around at a sporting event to see if you see one. If you are involved in community sports, look around to see if there is an AED nearby.
- ***If you witness a person experiencing a SCA: First, remain calm. Follow the links in the Chain of Survival:***

Link 1: Early recognition

- Assess child for responsiveness. Does the child answer if you call his/her name?
- If no, then attempt to assess pulse. If no pulse is felt or if you are unsure, call for help “someone dial 911”

Link 2: Early CPR

- Begin CPR immediately

Link 3: Early defibrillation (which is the use of an AED)

- If an AED is available, send someone to get it immediately. Turn it on, attach it to the child and follow the instructions
- If an AED is not available, continue CPR until EMS arrives.

Link 4: Early advanced life support and cardiovascular care

- Continue CPR until EMS arrives
- Lindsay’s Law requires both the youth athlete and parent/guardian to acknowledge receipt of information about Sudden Cardiac Arrest by signing a form.

[Sudden Cardiac Arrest and Lindsay’s Law - Parent/Athlete Signature Form \(Ohio Dept. of Health, Updated, 2017\)](#)

[What is Lindsay’s Law?](#) Lindsay’s Law is about Sudden Cardiac Arrest (SCA) in youth athletes. It covers all athletes 19 years or younger who practice for or compete in athletic activities. Activities may be organized by a school or youth sports organization.

Which youth athletic activities are included in Lindsay’s law?

- Any athletic contest or competition sponsored by or associated with a school
- All interscholastic athletics, including all practices, interschool practices and scrimmages
- All youth sports organizations
- All cheerleading and club sports, including noncompetitive cheerleading

What is SCA? SCA is when the heart stops beating suddenly and unexpectedly. This cuts off blood flow to the brain and other vital organs. People with SCA will die if not treated immediately. SCA can be caused by 1) a structural issue with the heart, OR 2) a heart electrical problem which controls the heartbeat, OR 3) a situation such as a person who is hit in the chest or a gets a heart infection.

What is a warning sign for SCA? If a family member died suddenly before age 50, or a family member has cardiomyopathy, long QT syndrome, Marfan syndrome or other rhythm problems of the heart.

What symptoms are a warning sign of SCA? A young athlete may have these things with exercise:

- Chest pain/discomfort
- Unexplained fainting/near fainting or dizziness
- Unexplained tiredness, shortness of breath or difficulty breathing
- Unusually fast or racing heart beats

What happens if an athlete experiences syncope or fainting before, during or after a practice, scrimmage, or competitive play?

The coach MUST remove the youth athlete from activity immediately. The youth athlete MUST be seen and cleared by a health care provider before returning to activity. This written clearance must be shared with a school or sports official.

What happens if an athlete experiences any other warning signs of SCA? The youth athlete should be seen by a health care professional.

Who can evaluate and clear youth athletes? A physician (MD or DO), a certified nurse practitioner, a clinical nurse specialist, certified nurse midwife. For school athletes, a physician’s assistant or licensed athletic trainer may also clear a student. That person may refer the youth to another health care provider for further evaluation.

What is needed for the youth athlete to return to the activity? There must be clearance from the health care provider in writing. This must be given to the coach and school or sports official before return to activity.

All youth athletes and their parents/guardians must view the Ohio Department of Health (ODH) video about Sudden Cardiac Arrest, review the ODH SCA handout and then sign and return this form.

Parent/Guardian Signature

Parent/Guardian Name (Print)

Date

Student Signature

Student Name (Print)

Date

Updated and approved by the Board:

November, 2016

February, 2017

July, 2017

January, 2018

June, 2018

May, 2019