

The North Skating Club

Membership Guide

This guide provides information about the Club and the obligations of its members. Please be aware that the Club Rules are changed from time to time, as needed. If a conflict should appear between this guide and the Club Rules the latter will prevail.

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About North Shore Skating Club

Founded in 1948, the North Shore Skating Club (NSSC) has been promoting ice skating for more than seventy years. Originally formed as an ice dance club at the Lynn Arena, the Club evolved to include recreational and competitive skating and moved to Beverly, Danvers and Saugus before ultimately settling in its current home at the Burbank Ice Arena in Reading, Massachusetts.

The North Shore Skating Club, Inc. is a non-profit organization sanctioned under U.S. Figure Skating (*USFS*). NSSC is dedicated to providing a fun and safe experience while promoting health and physical fitness. NSSC offers skating opportunities for all levels of figure skaters as well as coaches for private lessons, test sessions, competitions, on-ice/off-ice classes, exhibitions and a spring ice show.

Mission Statement

To promote the sport of figure skating in a safe and fun environment.

Home Club Rink

Home Rink: Burbank Arena, located at 51 Symonds Way, Reading, MA 01867

Secondary: Hockeytown, 953 Broadway, Rt. 1 South, Saugus, MA 01906

Club Details

- NSSC offers skating seven days a week with 18 freestyle sessions per week during our regular season.
- NSSC's Learn-to-Skate program has more than 600 skaters participate annually – both children and adults.
- NSSC's Theatre On Ice program is comprised of an adult team and an open team which includes youth skaters. These award-winning teams have received national and international recognition.
- With more than 150 Club Members and 600+ Learn-to-Skate students annually, The North Shore Skating Club is the premier skating club of the area.

Club Management

NSSC is managed by official bylaws that are available on our website in the Forms section.

NSSC is governed by a Board of Directors comprised of a President, a Vice President, a Secretary, a Treasurer, and up to nine additional directors. Elections are held in the spring of each year. The Board establishes basic policy and protocols of the Club. Board meetings are held monthly. Club members are welcomed and encouraged to attend these meetings. A list of Board Members and meeting dates can be found on our website.

Club Membership

There are two major categories of membership:

1. **Representing / Home Club**
 - a. Aspire (introductory)
 - b. Senior
 - c. Adult
 - d. Collegiate
 - e. TOI Only

2. **Non-Representing**
 - a. Associate

Each membership comes with different benefits. Our Membership Grid outlines the benefits and restrictions of each membership type. This can be found in the Member section of our [website](#). For skaters, a membership allows you to contract ice at a reduced price. Our most popular memberships, Home Club/Senior and Home Club/Aspire, offer skaters the following:

- USFS membership
- Voting privileges
- Club awards
- Contracting ice
- Same day switch
- Ice Spectacular
- Club exhibition(s)
- Testing (priority for club sponsored test sessions)
- Scholarship opportunities for eligible high school seniors

Visit the Member page on our website for more information.

How to Join

Prospective members who are interested in joining the Club must complete an application. The link to apply is located on our homepage. After verifying that the application is complete and that the prospective member is in good standing with U.S. Figure Skating, the applicant will be presented to the Board for approval. Approved membership applications are typically processed within a few days.

New Member Orientation Session

New Member Orientations are informational sessions provided to educate new members about club activities and opportunities for involvement, and review critical Club rules. New Member Orientations are held periodically throughout the year and can be coordinated through the Board or the Skating Director.

Additional Fees

In addition to the fee for each membership, the Club reserves the right to charge for exhibitions and other club activities. The Ice Spectacular is an additional fee and may also be accompanied by additional requirements.

The Club assesses a monthly enrichment fee of \$5 from September to June for each representing member/family. This fee helps to defray club expenses related to exhibitions, events and scholarships

Billing / Club Account

Each skater/family has an account which may be used for invoicing members for membership, contract ice and any other fees associated with participation in club activities. Certain activities such as test fees require payment in full when a registration is submitted. Only Home Club/Representing members may have walk-on fees billed to their account. Only certain categories of Home Club/Representing Members are allowed to be billed for walk-on fees.

Invoices are sent via email and are due upon receipt unless stated otherwise. An account with a balance that is more than 45 days past due is no longer “in good standing” and the members will not be allowed to participate in club activities until the account is current or a payment arrangement is made with the President or Treasurer. A consistently overdue account is also grounds for suspension of one’s Club membership and may be reported to USFS.

Fiscal Year / Skating Season

The Club’s fiscal year follows the U.S. Figure Skating year which begins on July 1st and ends June 30th of the following year. The Club’s year is divided into two seasons for purposes of ice schedule and contracting:

- The “summer season” begins in late June/early July and runs through the end of August.
- The “regular season” begins in late August/early September and runs through June.

Booking Ice

The Club offers ice contracts during both the summer and the regular season. The schedule which is published one month in advance can be found on our website and includes times, rates and levels permitted on each session.

Contracting Ice

The Club offers ice contracts for both the summer and the regular season. Summer ice is typically offered a la carte where members can pick the sessions they want throughout the summer. Regular season ice is offered as a contract for September through June and guarantees a member's spot on a specific session(s) for the duration of the season.

NOTE: Skaters who are eligible for the Ice Spectacular and those who are soloists (or planning to be a soloist) may have a requirement of a minimum number of sessions booked. Please refer to ice policies issued each season.

Adding/Dropping Ice

You may add ice sessions any time. Dropping sessions is allowed until March 15th. Dropped ice is subject to an administrative fee of \$25. To add or drop sessions, skaters must complete the **Contract Ice Change Form** which can be found in the Member section of [our website](#). Bills and proctor sheets will be update as soon as administratively possible.

Walking On

Skaters may "walk on" to any session, space permitting.

- Skaters should check for availability and book sessions using the ice scheduling system (Acuity) which can be found by visiting: www.nsskating.org/book-ice
- The rate shown in the booking system is the published rate for non-members. Members will want to enter the code "member" to receive the member walk-on price for the session.
- On fully contracted sessions, skaters may choose to be on the permanent waitlist. These skaters will be offered a spot if/when there is a cancellation and the waitlisted skater will be allowed to book the session at the contract ice rate.

Make-up Slips

The Club may give walk-on slips with ice contracts to allow skaters an opportunity to make up a missed session. Please refer to ice policies issued each season.

Same Day Switch

All members are eligible to utilize the "same day switch" privilege which allows a skater to contact the Club *before* the start of their scheduled session and request to be moved to a different session on the same day. Skaters must email: ice@NSskating.org

Medical/Injury Policy

A doctor's note is required for members who need to take time off for an injury/medical reason. The note should indicate the beginning date of the medical issue and the anticipated length of the medical leave. Contract ice fees will be suspended immediately upon receipt of the note. The Club allows members to be on a leave up to EIGHT (8) weeks. At the expiration of the eight weeks, the member must resume payment for the contracted ice or drop the ice to avoid being billed. If the member chooses to drop ice, there is no guarantee the sessions will be available in the future.

Competitions

The North Shore Open Competition

The Club hosts a non-qualifying competition sanctioned by US Figure Skating (USFS) which is held annually in the Spring. Details are announced to members 8-12 weeks prior to the event. In any given year, the Competition Committee may decide to hold an Excel Qualified event.

Compete USA Competition

The Club hosts a basic skills competition sanctioned by US Figure Skating (USFS) which is held annually in late spring. Details are announced to members 4-6 weeks prior to the event.

Shows/Exhibitions

Ice Spectacular

The Club produces an ice show which is held in early spring and is open to all Home Club skating members. Participation in the show requires an additional fee as well as adherence to certain requirements. All details are outlined in the show contract which is distributed in the fall.

NOTE: Skaters who are eligible for the Ice Spectacular and those who are soloists (or planning to be a soloist) may have a requirement of a minimum number of sessions booked. Please refer to ice policies each season.

Exhibitions

The Club offers a winter skating exhibition open to all Home Club skating members and all Associate members, space permitting. The Club may periodically offer additional exhibitions throughout the season and reserves the right to charge a fee for participation in any additional exhibition.

Codes of Conduct

Codes of Conduct give everyone a guide to what is expected as part of an organization, participating in a sport, or as spectators at a child's event. The Club is committed to creating a safe and positive environment for members' physical, emotional and social development and ensuring that it promotes an environment free of misconduct. The Club requires all members to exhibit good sportsmanship and be courteous toward other skaters, coaches, parents/guardians, USFS Officials and guests.

- All members must adhere to the SafeSport rules and policies as outlined in the [U.S. Figure Skating SafeSport Handbook](#).
- All members must adhere to the Codes of Conduct that were agreed to as part of the membership application. Copies can be found in the Member area of our [website](#).
- All skating members must follow the Club's Ice Rules which can be found on our [website](#). The Club reserves the right to make changes to these rules as needed to ensure member safety and productivity on the ice.

Hiring a Coach

Private lessons are arranged between the skater (or a parent/guardian of the skater) and a coach. Rates are individually set by each coach and are often based on qualifications, knowledge and experience. Fees for private lessons are paid directly to the coaches. The Club is not involved in the billing or collection of private lesson fees. Fees for ice sessions/classes are in addition to private lesson fees.

A list of Club Coaches with contact information and credentials can be found on our website along with helpful hints such as questions to ask a prospective coach.

Volunteer Policy

As a non-profit, the Club strives to keep members' expenses as low as possible. Member involvement is essential to the club's success. There are a number of volunteer opportunities with NSSC, including:

- Proctors who check-in skaters for sessions and play music.
- Communications- Public Relations, Webmaster, Social Media, E-mail
- Social Activities Chair and committee members
- Ice Spectacular – numerous volunteer opportunities
- Club Competitions – numerous volunteer opportunities
- Junior Club – on and off-ice
- Financials and contract assistance
- Fundraising
- Board of Directors

The Club reserves the right to require members to volunteer a certain number of hours or be subject to a special assessment charge.

Fundraising

Throughout the year, the Club may run fundraisers to support and fund membership programs and services. These fundraisers may be voluntary or mandatory depending on club needs.

Club Communications

The Club has four sources for dissemination of Club information:

1. The Club's website: NSskating.org
 - Our primary source of information – the website has our calendar, links to important forms, copies of our policies and procedures and other agreements, and much more.
2. Direct emails to members' email addresses using Constant Contact
 - Email is our primary mode of communication for all club happenings. Members should make sure we are using their preferred email address. To change/update your email, send a message to: info@NSskating.org
3. Social Media – the Club's [Facebook](#) and [Instagram](#) pages
 - An additional way to stay connected with news/updates on the club and our members.
4. Coaches – they are often skater's main contact at the rink
 - Our coaches complete extensive training to maintain their credentials and are extremely knowledgeable about the Club.