

The North Skating Club

Membership Guide

This guide provides information about the Club and the obligations of its members. Club Rules may be updated as necessary. If a conflict should appear between this guide and the Club Rules, the latter will prevail.

Table of Contents

About North Shore Skating Club	2
Club Membership	3
How to Join	3
New Member Orientation Session	4
Additional Fees.....	4
Billing / Club Account	4
Fiscal Year / Skating Season	4
Booking Ice.....	5
Contracting Ice	5
Adding/Dropping Ice	5
Walking On	5
Make-up Slips	5
Same Day Switch	6
Medical/Injury Policy	6
Competitions	6
The North Shore Open Competition.....	6
Compete USA Competition	6
Shows/Exhibitions.....	6
Codes of Conduct.....	7
Hiring a Coach	7
Volunteer Policy	7
Fundraising	8
Club Communications.....	8

About North Shore Skating Club

Established in 1948, the North Shore Skating Club (NSSC) has supported ice skating for over seventy years. Originally an ice dance club at Lynn Arena, NSSC expanded to include recreational and competitive skating, eventually moving to 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 provides a fun and safe experience while promoting health and physical fitness. NSSC provides skating programs for all skill levels, as well as private coaching, test sessions, competitions, 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

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 2 teams. 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 invited and urged to participate in these meetings. You can access the list of Board Members and the scheduled meeting dates on our website.

Club Membership

There are two major categories of membership:

1. **Representing / Home Club**

- a. Introductory
- b. Senior
- c. Adult
- d. Collegiate
- e. TOI Only
- f. Coach

2. **Non-Representing**

- a. Associate
- b. Coach

Each membership comes with different benefits. Our [Membership Grid](#) outlines the benefits and restrictions of each membership type. For skaters, membership offers the valuable opportunity to contract ice at a reduced rate.

Our most popular memberships—Home Club/Senior and Home Club/Introductory—include the following benefits:

- Voting privileges
- Eligibility for club awards
- Ability to contract ice
- Same-day schedule switch privileges
- Participation in the Ice Spectacular
- Participation in club exhibition(s)
- Testing opportunities (priority placement for club-sponsored test sessions)
- Scholarship opportunities for eligible high school seniors

Visit the Member page on our website for more information.

[North Shore Skating Club Membership](#)

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. Once the application is confirmed as complete and the prospective member's standing with U.S. Figure Skating is satisfactory, the Board will review the applicant for approval. Membership applications that receive approval are usually handled in just a couple of 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. The Board or the Skating Director can arrange New Member Orientations, which take place at different times during the year.

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 will assess an enrichment fee of \$50 for each senior club 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 accessible via a club account on the website and are due on the 15th of every month unless stated otherwise. An account with a balance that is more than 45 days past due is no longer “in good standing” and may lose all member privileges 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 for each session.

Contracting Ice

The Club offers ice contracts for both the summer and the regular season. During summer, ice time is usually available à la carte, allowing members to choose which sessions they'd like to attend. Regular season ice contracts guarantee 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 at any time. You may drop sessions up to March 15th. Dropped ice is subject to an administrative fee of \$25. To add or drop sessions, skaters must complete the Add/Drop form which can be found on our website. Bills and proctor sheets will be updated at the earliest administrative opportunity.

Walking On

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

- Skaters should check in at the proctor booth prior to the start of the session. The walk-on fee is higher than the contracted rate and is published in our schedule.
- Payment must be made online prior to the session.
- When multiple skaters are waiting to walk-on, priority is given to home club skaters and to those who are competing or testing in the next two weeks.
- On fully contracted sessions, permanently waitlisted skaters will be allowed to skate after ten minutes, and walk-on skaters will be allowed to skate after ten minutes.

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. Has voted to suspend distribution of make-up/walk-on slips until the Club is able to assess government guidelines/rink restrictions and skater demand for ice.

Same Day Switch

All members are eligible to utilize the Same Day Switch privilege. This option allows a skater to contact the Club prior to their scheduled session and request to move to a different freestyle session occurring on the same day, subject to availability. Skaters must sign on to their membership account to register, drop, or make a same day switch of a freestyle ice sessions in their personal membership account. ([North Shore Skating Club Home](#))

For additional assistance, members may contact ice@nsskating.org

Medical/Injury Policy

If a skater needs time off because of an injury or medical issue, we ask that they provide a doctor's note. The note should include the date the issue began and how long the skater is expected to be out. Please send this in as soon as you can so we can update your account. If a skater is off the ice for more than 14 consecutive days, we can pause contracted ice fees for up to eight (8) weeks. The Club's maximum medical leave is EIGHT (8) weeks.

Once the eight weeks are up, member will need to either:

- Resume payment for their contracted ice, or
- Drop the contracted ice to avoid being billed

Just keep in mind: if you choose to drop ice, we can't guarantee that the same sessions will be available later.

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 6-8 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 [USFS Skate Safe Handbook](#)
- All members must adhere to the Codes of Conduct that were agreed to as part of the membership application. A copy can be found on our website.
- All skating members must follow the Club's Ice Rules. These rules are posted in the Club Room and 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. NSSC offers a range of ways to volunteer, such as:

- 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
- Financial Services and Contract Support
- Fundraising
- Board of Directors

A list of current committees and volunteer opportunities is available on our website, and related information is also communicated through Club emails. The Club reserves the right to require members to complete a specified number of volunteer hours. Members who do not fulfill this requirement may 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 North Shore Skating Club uses four primary channels to share important information with members and families. Each plays a different role in keeping our community informed and connected.

1. Club Website — NSskating.org

Our website is the central hub for all Club information; it should be your first stop.

Members can find:

- The full Club calendar
- Links to required forms
- Policies, procedures, and agreements
- Program details and general Club resources

2. Direct Email via Constant Contact

Email is our primary method of communication for all Club updates, deadlines, and announcements. Members should ensure we have their preferred email address on file. To update your email, contact: info@NSskating.org

3. Social Media — Facebook & Instagram

Our social media pages offer an additional way to stay connected with Club news, member highlights, and community updates. These platforms complement but do not replace official email and website communications.

4. Coaches

Coaches are often a skater's most frequent point of contact at the rink. They maintain extensive training and credentials and are highly knowledgeable about Club programs, expectations, and opportunities. Coaches are a valuable resource for day-to-day questions.

