



Colonial Figure Skating Club

Skater Membership Handbook 2026-2027

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WELCOME LETTER

Dear New and Renewing Colonial Figure Skating Club Member,

On behalf of the Board of Directors I am thrilled to welcome you to the 2026–2027 season! Whether you're returning to the ice or joining our club for the first time, we are excited to have you as part of our vibrant skating community.

Colonial FSC has a proud tradition of excellence, inclusion, and passion for figure skating. This season, we look forward to building on that tradition with a full calendar of events, training opportunities, performances, competitions and club activities where we celebrate our community and membership. From our youngest Learn to Skate participants to our singles competitors, team members and dedicated coaching professionals, every member plays an important role in making our club a supportive and inspiring place to grow.

Please review the Colonial 2026–2027 Membership Handbook before processing your membership application electronically. Some membership categories have changed this year, so you may wish to make a change in your member level. Pay particular attention to details including Membership Categories, Membership Contract, Code of Conduct, Volunteer Policy, Medical Leave Policy and Club Rules. Please do not hesitate to contact the CFSC office if you have any questions.

The deadline for renewal is **June 25th, 2026**. Renewals submitted after the deadline are subject to a **\$25.00 late fee**. There is no late fee for new memberships at any time.

Please familiarize yourself with the Colonial website, www.colonialfsc.com for additional notices, ice schedules and other important information about Colonial Figure Skating Club.

As a reminder, skater accounts, including ice and class fees, and volunteer commitments for 2026–2027, must be current for membership renewals to be approved. Please visit the “Get Involved” page at www.colonialfsc.com for details about your volunteer commitment, and contact the office if you have any questions.

Your Club membership includes a USFS membership when Colonial is designated as your home club. All memberships expire on June 30, 2027 (unless you are a Collegiate member who has renewed in the last 3 years). It is important to submit renewals by the deadline to avoid loss of seniority, delay of membership approval, and USFS member renewal.

Whether you're aiming for your next test, preparing for competition, or simply skating for the love of the sport, Colonial FSC is here to support your journey.

Warm regards,

Teresa Montesanti
General Manager, Colonial Figure Skating Club
gm@colonialfsc.com

COLONIAL MEMBERSHIP INFORMATION

Colonial Figure Skating Club offers many types of memberships to suit all levels and ages of figure skaters. Skating club membership is a community of support and encouragement, whether you want to compete, test, perform or simply share a love of skating. Membership in Colonial Figure Skating Club includes a full membership to U.S. Figure Skating*. This membership allows your skater to participate in the USFS Competitions and Test Sessions.

Club membership also provides many benefits such as the ability to test and compete in U.S. Figure Skating sanctioned events. The Colonial Figure Skating Club hosts multiple competitions and events throughout the year! The benefits of each membership type are outlined in the grid below.

Colonial Figure Skating Club Membership Year Runs July 1st - June 30th
Membership Deadline - June 25th
[Membership Signup Portal](#)

BENEFITS OF BEING A COLONIAL MEMBER

- * U.S. Figure Skating (USFS) Membership for Skater
- * Member pricing and pre-booking privileges for freestyle ice
- * Opportunities to participate in shows and exhibitions
- * Social and holiday gatherings
- * “Sendoff” celebrations when entering selected competitions
- * Club communications
- * Make lifelong friends and memories!

BENEFITS RECEIVED THROUGH USFS

- * Certificates of accomplishment for passing proficiency tests and placing at U.S. Figure Skating qualifying events (athletes)
- * Subscription to SKATING magazine (except Learn to Skate USA and Associate members)
- * Individually numbered electronic membership card
- * Coverage under U.S. Figure Skating's sports accident insurance policy
- * Special offers and discounts from U.S. Figure Skating corporate partners

COLONIAL MEMBERSHIP LEVELS & PRICING

View the detailed [membership levels, details and pricing grids here.](#)

COLONIAL MEMBERSHIP LEVELS - 2026-2027

| | GOLD | SILVER | TEAM | BRONZE | ASPIRE | COLLEGIATE | ASSOCIATE |
|--|---|---|--|---|---|---|--|
| WHO IS IT FOR? | Committed skaters who skate more than 5 sessions per week | Skaters who wish to skate several sessions per week. | Skaters on Synchro and/or Theatre on Ice Teams | Skaters taking private lessons and starting to compete. | Skaters participating in Aspire Classes *** | For members enrolled in a college or university. | Skaters 18+ who wish to maintain USFS and CFSC memberships. |
| OTHER DETAILS | Receive pre-booking priority in order of seniority for early ice booking and have class pre-booking privileges. | For skaters looking to skate recreational, competitive, testing, etc. | Skaters on teams may choose Silver or Gold membership. | Bronze level or higher required if skater will be testing at any level above Pre-Preliminary, and/or competing in non-qualifying competitions | Fee is automatically charged when registering for Aspire classes for the first time in a skating year (July through June). Skaters may take Aspire Free Skate Tests (Pre-FreeSkate and FS 1-6) and Pre-Preliminary Tests ONLY with this membership. **** | A four-year (consecutive) membership at a reduced rate. May be purchased only once during the skater's career | For skaters no longer skating full time. Can participate in club activities at member rates. |
| COMPETITIONS ELIGIBLE | NQS/Regional, Sectional or National competitions Adult qualifying competitions | | Team Competitions | | | | |
| | All non-qualifying competitions (Includes: Excel and Adult levels) | | | | | | |
| ANNUAL FEE | \$485 \$460/Adult | \$335 \$310/Adult | \$310 \$285/Adult | \$210 \$185/Adult | \$85 | \$185 | \$185 |
| ADDITIONAL SKATER FEE <small>Must be at or below the level of the full membership.</small> | \$235 | \$210 | \$195 | \$135 | \$85 | N/A | N/A |
| PRE-BOOKING | Priority Booking Unlimited sessions at pre-booking price | Up to 10 weekly sessions at pre-booking price ** | Up to 6 weekly sessions at pre-booking price ** | Up to 4 weekly sessions at pre-booking price ** | Open booking only at the Drop-in/Walk-on price | Open booking only at the Drop-in/Walk-on price | Open booking only at the Drop-in/Walk-on price |
| PARENT/GUARDIAN INCLUDED | No | No | No | No | No | No | No |
| | A Parent Membership can be added on for an additional \$50 fee. | | | | | | |
| MEMBERSHIP | USFS | USFS | USFS | USFS | USFS | USFS | USFS |
| VOLUNTEER OBLIGATION * | 12 Hours | 10 Hours | 8 Hours | 6 Hours | None | None | None |
| ACCURUES SENIORITY | Yes | No | No | No | No | No | No |
| LOCKER RENTAL | \$75/year | \$75/year | \$75/year | \$75/year | No | No | No |
| VOTING RIGHTS | One vote per skater membership Must designate CFSC as their USFS Home Club at registration | | | | No | No | No |

* Volunteer obligation will be billed at \$25 per hour (e.g. Gold = \$300) for any hours not completed

** Can book additional sessions above the pre-booking limit at the drop-in/walk-on rate

*** Skaters who stop participating in Aspire throughout the year must upgrade their membership to Bronze or higher.

**** Skaters who are participating in Aspire and wish to take any test Preliminary or higher (or already have taken a Preliminary test) must upgrade their membership to Bronze or higher (or Team if applicable).

HOW TO JOIN

Become a Member

To become a Colonial Member, please go to our ice booking portal to join - [Halix Registration Portal](#).

Please note that if your skater is a participant in the ASPIRE class, an ASPIRE membership is attached to your enrollment, and you do not have to complete the above steps.

Upgrading your Membership

Members are able to upgrade their membership at any time. Some reasons you may wish to do this include the skater passing higher level tests, entering certain competitions or a desire to skate on more sessions. To upgrade to a higher level, simply log into the [Halix Registration Portal](#), and go to the Membership Signup section. Select the new membership type, and follow the prompts. Your upgraded membership will be prorated at the checkout step.

Prorated and Reduced Membership Fees

For Gold and Silver memberships, fees are prorated when joining or upgrading in January or later in the membership year. Prorating is done via the CFSC office. Bronze, ASPIRE, Adult and Team memberships fees are not pro-rated.

Seniority

Seniority is accrued, for gold members only, at a rate of 1 year for every CONSECUTIVE year they are a member, when CFSC is designated as the member's Home Club, and membership renewal is processed by the application deadline.

ABOUT COLONIAL

Mission

The Mission of Colonial Figure Skating Club is to create and cultivate opportunities for participation and achievement in figure skating for ice skaters at all ages and levels.

As a U.S. Figure Skating member, Colonial follows the mission set forth by United States Figure Skating (USFS), and functions in accordance with their general policies, procedures and rules.

Vision

Colonial's Vision is to be a community that celebrates and shares a lifelong love of figure skating.

Values

Colonial's Values reflect who we are and what we stand for as a Club. These values are:

- **Camaraderie:** *We actively promote friendship, trust and a sense of belonging.*
- **Community:** *We develop and promote relationships that provide support and connection.*
- **Excellence:** *We strive for the highest standards in all endeavors.*
- **Inclusiveness:** *We commit to provide an environment where all are welcome.*
- **Respect:** *We treat others the way we want to be treated.*

- **Sportsmanship:** *We encourage and applaud our members in all of their efforts to achieve their individual goals.*
- **Wellness:** *We seek to foster and improve physical and emotional health, supportive relationships, and social well-being.*

Bylaws

As a 501(c)(3) non-profit organization, Colonial is governed by a set of Bylaws, which are the governing rules by which the corporation exists. Non-profit bylaws are both a legal document and a roadmap for the club's actions. The bylaws may be found on the Colonial website here: [CFSC Bylaws](#)

Where is the Colonial Office Located?

The Colonial Office is located in Rink 3, just past the bottom of the stairs.

What Does the Colonial Office Do?

- **Member Service Staff:** Answers phones, checks the ice, and help members to add, drop and switch sessions
- **Bookkeeper:** Oversees all billing and financial tasks
- **General Manager:** Oversees all Club operations, supervises Member Service Staff, sets up and supports registration and ice booking procedures, and assists with administrative and billing tasks.
- In addition, the Club is supported by Program Directors (LTS, ASPIRE, Synchronized Skating and Theatre on Ice) and a Director of Events and Marketing. These staff members are typically not in the office; however, our on-site staff can help you to reach them as needed.

Who Should I Contact with Questions?

Call the Office: 978-263-3450 or email: customerservice@colonialfsc.com

ICE BOOKING

Colonial offers freestyle ice sessions from September through June. Member benefits include special pre-booking prices and priority booking as outlined in the Membership Levels Grid. For ice schedules and details on how to book ice sessions, please visit <https://www.colonialfsc.com/ice-booking-portal>

MEMBER CONTRACT

Annual Agreement is completed online when registering for membership.

As a condition of my (or my child's) membership in Colonial Figure Skating Club, Inc. (CFSC), I hereby agree to the following terms, conditions, financial responsibilities, and other obligations set forth below:

1. I agree to familiarize myself with, and abide by, all rules and policies of CFSC, including the Club's Bylaws, Rules, Policy, Parents' Code of Conduct and Volunteer Policy requirements.
2. Membership dues are non-refundable once the membership has been approved.
3. All accounts with CFSC and/or Nashoba Valley Olympia (NVO) must be current.
 - a. Ice will not be booked for skaters with past due accounts with CFSC or NVO.
 - b. Contracted ice must be paid for in advance, using one of the prepayment options outlined in the Ice Payment Contract.
 - c. Walk-on ice must be paid for at the time it is used.

- d. Accounts must be paid within 14 days of the due date according to the payment option you choose, in order to remain a member in “good standing” and to avoid the loss of ice privileges.
 - e. Accounts that remain unpaid for more than 30 days will be reported to USFS as members not in good standing.
 - f. If your total ice booking is less than \$200, full payment is required at time of booking.
 - g. Members will be liable for all costs of collection of unpaid dues and fees, including court costs and attorney fees. Members will be charged \$25 for all returned checks.
4. CFSC has a switch policy that allows a skater to change his/her ice time when necessary. If you do not switch your ice time, you are obligated to pay for that ice time. For specifics on our switch policy please refer to the [Ice Booking and Programs Manual](#) found on our website.
 5. This contract is binding for the entirety of the season and no provisions exist to refund or reduce costs for skaters who retire or relocate.
 6. If a skater misses 5 or more consecutive days due to illness or injury, they may be eligible for credit. Medical credit requests must be submitted to the General Manager for approval.
 7. CFSC reserves the right to add/drop sessions when necessary.
 8. Skaters competing in a United States Figure Skating (USFS) qualifying competition, representing CFSC, are eligible to receive credit to account for ice sessions missed for the duration of the competition only. Qualifying competition credit must be requested in advance, in writing. Forms to request credit are available in the CFSC office.

SKATER SAFETY AND WELLNESS PROGRAM

Colonial Figure Skating Club (CFSC) strives to provide a healthy and supportive Club environment, free from misconduct or harassment, which ensures the safety and well-being of its members. As a member of U.S. Figure Skating, Inc., Colonial Figure Skating Club is required to designate a SafeSport Compliance Chair. At this time, the Compliance Chair is the Club General Manager. [USFS Skate Safe Handbook](#).

Club on or off-ice infractions may be reported in a club infraction report either via hardcopy which can be found in the Colonial Office, or via this [form](#) and then submitted to the Club General Manager.

In the event an individual witnesses or experiences misconduct (physical, emotional, sexual or other), bullying, threats, harassment or other wrongdoing, they are encouraged and expected to report their concerns directly to [skate safe online portal](#). Individuals may also report any concerns regarding the safety of skaters or others by calling or emailing the Club’s SafeSport Compliance Chair, Teresa Montesanti at 978-263-3450, GM@colonialfsc.com.

MEDICAL WAIVER INFORMATION

While ice-booking and class registration fees are contracted and non-refundable, CFSC recognizes that there are occasions when a skater must miss an extended period of skating due to illness or injury. The policy described here allows for credit and/or refund of fees paid in the case of a medical leave.

APPLICATION: To apply for credit, the skater (Parent/Guardian if under 18) must submit a [Medical Leave form](#) to the Club General Manager. This form may also be found on the [Membership Information](#) page of the Colonial Website.

CONCUSSION: In the event that the Medical Leave is due to a concussion, the skater must submit a letter from a medical professional, clearing them for a return to activity, listing specific dates and any restrictions.

1. **Documentation:** The skater must provide a signed medical statement from a licensed physician within **one week** of the injury or illness. The letter must clearly state the skater is unable to skate and include the specific start and end dates for the excused period.
2. **Contact Info:** Complete contact information for the treating physician must be provided on the form for verification.
3. **Eligibility:** An excused absence must be for a minimum of **5 consecutive sessions** of scheduled ice time.
4. **Session Switches:** Skaters must use all available cancelled session switches before being eligible for a medical refund or credit.
5. **Termination of Leave:** The excused medical leave expires immediately once the skater returns to the ice, even if the return date is earlier than the date specified in the doctor's letter.
6. **Discretion:** The CFSC Board of Directors reserves the right to request additional documentation or verify details with the physician.
7. **Refunds/Credits:** Approved medical leaves will be processed as a refund or account credit at the discretion of the Board. Medical credits expire at the conclusion of the season in which the skater returns to the ice.

CODES OF CONDUCT

Parent Code of Conduct

Code of Conduct sign-off is completed online annually when registering for membership.

In accordance with U.S. Figure Skating and the SafeSport Program Handbook, Colonial Figure Skating Club, Inc. 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.

By accepting the terms of this document, I hereby agree that:

1. I will encourage good sportsmanship by my actions, demonstrating positive support for all skaters, coaches, and officials at every practice, competition and test session.
2. I will place the emotional and physical well-being of my child and others ahead of my desire to win.
3. I will encourage my child to skate in a safe and healthy environment by maintaining a respectful and courteous attitude to others.
4. I will promptly inform my child's coach of any physical/mental disability or challenge affecting my child that may affect the safety of my child or others.
5. I will teach my child that doing his/her best is more important than winning.
6. I will not ridicule, bully, blame, or yell at my child or other skaters, coaches, officials or volunteers in response to a poor performance or for any other reason.
7. I will do my best to make skating fun at all times and will remember that my child participates in sports for his/her own enjoyment and satisfaction.

8. I will teach my child to treat other skaters, coaches, fans, volunteers, officials, and rink staff with respect, regardless of race, creed, color, sexual orientation or ability. I will also take action and report any acts of bullying, harassment, or abuse to the appropriate authorities.
9. I will applaud any effort in both victory and defeat emphasizing positive accomplishments and learning from mistakes.
10. I will teach my child to resolve conflicts calmly and peacefully without resorting to hostility or violence.
11. I will be a positive role model for my child and others.
12. I will demand a figure skating environment for my child that is free of drug or alcohol abuse and agree that I will not use or provide to a third-party any illegal drug prohibited by applicable federal, state, or municipal law.
13. I will not assist or condone any athlete's use of a banned substance as described by the International Olympic Committee, International Skating Union, United States Olympic Committee, or U.S. Figure Skating, or, in case of athletes, to use such drugs or refuse to submit to properly conducted drug tests administered by one of these organizations.
14. I will expect my child's coach to be in compliance with all requirements of U.S. Figure Skating, Colonial Figure Skating Club, Inc, to continue their education and training through programs offered by U.S. Figure Skating, the Professional Skaters Association and other accredited organizations.
15. I will respect my child's coach and refrain from "sideline" coaching my child or other skaters.
16. I agree to educate myself regarding the proper procedures to follow when establishing or terminating a coaching relationship.
17. I will respect the decisions of officials, their authority and decisions during competitions and test sessions, and teach my child to do the same.
18. I will show appreciation and recognize the importance of volunteers and club officials. I will fulfill my responsibility to help my club with membership, special projects, competitions, and test sessions.
19. I will become familiar with the rules of the U.S. Figure Skating and Colonial Figure Skating Club, Inc., and teach my child accordingly.
20. I will support and respect all skaters and their right to participate.
21. I agree to respect the privacy of coaches and skaters and refrain from videotaping any part of their skating while on the ice.

Skater Code of Conduct

Code of Conduct sign-off is completed online annually when registering for membership.

Colonial Figure Skating 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. This Skater Code of Conduct has been established to ensure the safety of all members using our ice and to ensure quality programs and practice time for all home club, associate, non-members and guests who purchase ice from the club and who participate in club-related activities.

All skaters at CFSC, regardless of whether they hold home club, associate, non-member or guest status, must follow and uphold the provisions in this Skater Code of Conduct regarding behavior on and off the ice. All club members are expected to exhibit good sportsmanship and be courteous toward their fellow skaters, coaches, parents/guardians of skaters, U.S. Figure Skating officials and guests.

By accepting the terms of this Skater Code of Conduct, I will strive to exemplify the CFSC Values of Camaraderie, Community, Excellence, Inclusiveness, Respect, Sportsmanship and Wellness. I agree that:

1. I will always do my best, and I realize this is more important than winning.
2. I will accept both victory and defeat, emphasizing positive accomplishments and learning from mistakes.
3. I will treat other skaters, coaches, fans, volunteers, parents, officials, rink staff and all other individuals with respect at all times.
4. I will be a good sport at all times, and applaud the efforts and achievements of all skaters.
5. I will discuss my skating, concerns and questions with my coach and parent/guardian, as this three-way relationship is extremely important to my success as a skater and in life.
6. I will follow CFSC Rules, paying special attention to the rules that govern ice etiquette and safety.
7. If I am an advanced skater, I will set a positive example for others, and help and encourage less experienced skaters as they develop. I remember that I was inexperienced at one time, and it takes time for skaters to advance to the point when they are comfortable skating with all levels of skaters.
8. I understand that unsafe or discourteous behavior of any kind will not be tolerated.
9. If I see any acts of bullying, harassment or abuse, I will report them to a parent, a club official or another trusted adult.
10. Respect the facility, locker rooms, and common spaces throughout the rink.

VOLUNTEER POLICIES AND PROCEDURES

Overview

Colonial Figure Skating Club, Inc. (CFSC), a 501 (c)(3) non-profit organization, depends heavily on volunteers to support its events and activities. As a condition of certain membership levels, families are expected to contribute a minimum number of hours per year.

Volunteer Policy

All families holding a:

- Gold or Child of Professional Membership are required to volunteer twelve (12) hours per year
- Silver, Team, or Professional Memberships are required to volunteer ten (10) hours per year
- Bronze memberships are required to volunteer six (6) hours per year
- Volunteer hours are not required for ASPIRE, Collegiate or Associate members

Families may choose to pay the following assessment in lieu of volunteer hours:

- \$300.00/twelve (12) hours
- \$250.00/ten (10) hours
- \$200.00/eight (8) hours
- \$100.00/four (4) hours

Volunteer hours are per family, not per member. If there are two members of different membership types, the greater volunteer hour requirements must be completed to avoid the assessment.

Ex. A family has a gold and a silver membership, the family is responsible for 12 hours. If the family has a Professional Membership and a Child of Professional membership, the family is responsible for 12 hours.

****NOTE**** Volunteer hours may be accumulated from July 1st through June 15th. Assessments are billed on June 15th. Members will not be allowed to renew their membership unless their volunteer commitment is complete, or they have paid the assessment. The volunteer assessment is NOT prorated.

Volunteer Voucher

CFSC is required to track all volunteer hours worked for auditing purposes. When volunteering at an event, it is the member/parent's responsibility to fill out a [volunteer voucher](#) for processing so hours will be credited. Volunteer vouchers may also be found online at <https://www.colonialfsc.com/get-involved>. A copy of your submission will be emailed to you as a receipt. Please be sure to keep the email for your records. Billing questions will not be addressed at the end of the year without this receipt. If no submissions are received, your account will be assessed accordingly.

The deadline to turn in volunteer vouchers is two weeks (14 days) after the date of the close of the event at which you volunteered.

SkateSafe® and Background Screening

The USFS SkateSafe® program exists to help prevent abuse, harassment and other misconduct, to provide a safe environment for all participants. Certain individuals, including volunteers over the age of 18, are required to complete the online SkateSafe® training program and a background check prior to serving in a volunteer capacity where they have regular contact with athletes. The following link provides FAQs, detailing compliance requirements and other information. Regardless of your capacity as a volunteer, you are encouraged to complete the SkateSafe® training.

Individuals who are required to complete both the training and pass a background check are as follows:

- All volunteers in any sanctioned events or club activities who have regular contact with Athletes
- Team Managers / Team Service personnel for synchronized skating and theatre on ice teams
- Locker room volunteers for all competitions, ice shows, club events, programs, etc.
- Club SkateSafe® Compliance Chairs
- Club Board of Directors

To learn more about, and complete SkateSafe® training and Background check, please use this link: <https://www.usfigureskating.org/skatesafe> Scroll down to Additional Resources and click on "Compliance Toolkit," where you will find links and instructions.

LOCKER POLICY

LOCKERS ARE AVAILABLE to rent in the Colonial Figure Skating Club Locker Rooms. The rental period runs July 1 through June 30 for each year.

The locker rental fee is \$75 for one year.

By paying the rental fee for the 2026-2027 season, I accept the terms of this policy and agree to the following terms:

1. I must notify the club office of my locker number within one week of submitting this contract and payment.

2. I am responsible for the cleanliness of the locker as well as the locker room.
3. There is no food or drink allowed in the locker room, other than water, per the Colonial Club Rules.
4. Defacing or damaging a locker is prohibited.
5. Placement of stickers, tape, or adhesives of any kind on lockers is prohibited.
6. I will not hold CFSC nor NVO responsible for any lost, damaged, or stolen items.
7. It is the members' responsibility to lock their items or leave valuables at home.
8. Disciplinary measures may be taken if the locker room is not kept clean to the standards of CFSC and NVO.
9. I will pay a fee of \$75.00 to rent a locker from July 1, 2026 – June 30, 2027. If I begin my rental at a later date, my fee will not be pro-rated.
10. I am responsible for providing a lock for the locker.
11. If I renew my locker rental, payment for next year is due at the time of membership registration; I will remove my lock by June 30, 2027 if I do not renew.
12. CFSC and NVO retains ownership and rights to enter the locker at anytime.
13. The use of videotaping and/or photographic devices is strictly prohibited at all times in the locker room.

CLUB RULES

For the safety and enjoyment of all of our skaters, families, professionals, staff and others, a set of Club Rules is maintained and updated annually, or more often if needed. The complete Rules are located below. All members should familiarize themselves and adhere to these rules at all times.

The following Rules of the Colonial Figure Skating Club, Inc. (CFSC) have been updated and approved by the CFSC Board of Directors. All CFSC members and guests are expected to abide by these Rules at all times.

MISSION STATEMENT

The Mission of Colonial Figure Skating Club is to create and cultivate opportunities for participation and achievement in figure skating for ice skaters at all ages and levels.

As a U.S. Figure Skating member, Colonial follows the mission set forth by United States Figure Skating (USFS), and functions in accordance with their general policies, procedures and rules.

GENERAL RULES

All CFSC members and guests shall abide by these Rules, as well as Club Bylaws, Codes of Conduct and other published rules and policies of CFSC and the Nashoba Valley Olympia (NVO) facility. All members are also bound by United States Figure Skating (USFS) rules and policies, including the Code of Ethics (GR 1.01), the Code of Conduct (GR 1.02-1.03) and the Safesport Program.

1. The CFSC Board of Directors annually reviews and updates these rules and other club policies.
2. Violations of these rules should be reported in writing, verbally or via the online portal as described in *CFSC Skater Safety & Wellness Program*.
3. Reports of skating rule violations will be resolved according to the procedures outlined in the *Skater Safety & Wellness Program*.
4. Reports of misconduct, harassment or other violations of Safesport requirements will be addressed and resolved according to *CFSC Skater Safety & Wellness Program*.
5. Resolution of reported violations, if warranted, may include informal counseling, monitoring, mentoring, action plans, or other actions up to and including termination of Club privileges. In any

actions involving a minor, the minor's parent or legal guardian will be consulted.

BOOKINGS (Ice and Spinner)

Please refer to <https://www.colonialfsc.com/ice-booking-portal> for detailed information. Limited key concepts are outlined here for members' quick reference.

1. Skaters must check in each day before stepping on the ice, using the online system or with CFSC staff. Failure to check in may result in loss of ice privileges.
2. Cancellations must be made online at least 30 minutes before the start of the session in order to be allowed a switch/cancellation or credit for that session.
3. A member's place on a pre-paid session will be held for up to 5 minutes into a session.
4. CFSC Professionals may skate on Colonial sessions at no charge on a space available basis (i.e. if a session is not full). Professionals utilizing this privilege must register with the Club Office prior to the practice session. Professionals may also pre-book and pay for sessions.
5. *Switches and Cancellations*—Members are allowed unlimited switches within an ice-booking session, including exchanging sessions between family members. However, unused sessions will not carry over into the next ice-booking session.
6. *Member pre-booking ice* priority will be assigned in the following order:
 - a. Club Membership Seniority
 - b. Date of application receipt, after the priority booking period
7. Wait lists will be established for sessions that are oversubscribed by members. Club members on this list will be put in order of priority above any non-members walking on to the session. Skaters with scheduled lessons have priority over practice sessions.
8. Members have priority over non-members.
9. Non-members (Skaters and Professionals) may walk-on to CFSC sessions under the following conditions:
 - a. Guest skaters
 - May skate on CFSC sessions, subject to available space, with members being given priority when space is limited.
 - Must complete a Guest Skater Registration form prior to using Club facilities.
 - Must submit proof of current USFS or ISI along with the Guest Skater Form.
 - Must check in with the Club Office prior to stepping on the ice for each session.
 - b. Guest Coaches/Non-member professionals
 - Must follow the CFSC Guest Professional Policies.
 - Must complete a Guest Coach Registration Form prior to coaching on Colonial Ice.
 - Must submit proof of current USFS Membership, Safesport Compliance, and Certificates of Liability along with the Guest Coach Form.
 - c. Skaters as well as parents and spectators accompanying non-member skaters must abide by the CFSC rules.
 - d. Neither non-member skaters nor non-member professionals may use a CFSC overhead harness or spinner. Off-ice harness and spinner use is limited to CFSC Professionals and CFSC members only.

ON ICE

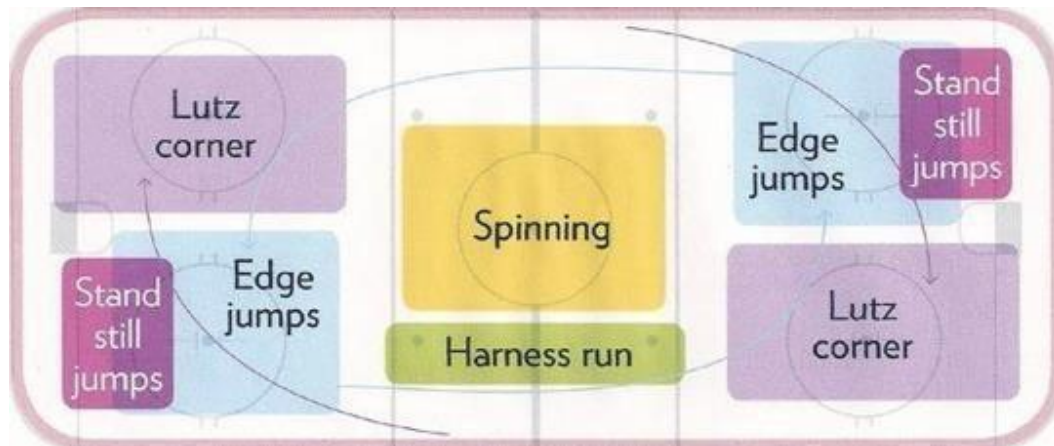
General Rules and Guidelines

1. Disorderly behavior, harassment, or the use of obscene language will not be tolerated and will result in immediate dismissal from the session.
2. The use of any recording and photographic devices by skaters, coaches and/or parents is strictly prohibited with the exception of coaches using videotaping for the express and sole purpose of instruction of their skater.
3. No breakable containers are allowed rink-side. Drinks in sealable, non-breakable containers are allowed on sideboards. Food (including chewing gum) is not permitted near the sideboard or on the ice.
4. Skaters must pick up all personal belongings and dispose of their empty bottles, tissues and other trash at the end of each session.
5. Parents, skaters not on the session, and other spectators should not loiter at the side board or hockey benches. This is unsafe and it interferes with a constructive training session.
6. It is important for everyone's safety that all skaters stay aware of other skaters on the ice. Please be mindful of traffic patterns, level of experience, and anticipating other skaters' movements to the best of your ability.
7. Keep moving while on the ice. It is dangerous for both you and other skaters to stand still during a session. It is particularly important to avoid stopping in the middle of the ice or any of the jumping corners.
8. Be aware of which skater is performing a routine to music and do your best to stay clear of that skater's pattern.
9. If an injured skater is not ambulatory, then the ice should be cleared, and local medical professionals should be called immediately. The skater should not be moved by anyone other than medically trained personnel. A medical report form must be provided to the Club Office as soon as possible after the injury occurs.
10. Skaters will not attempt Pair/Dance Pair skating activity on the ice unless signed in as Pairs/Dance Pairs for that session.
11. Rules for running synchro or other tandem lessons on freestyle ice sessions. Note that all Right of Way and Music rules apply:
 - a. One skater may run a synchro or other group program individually with music.
 - b. Up to two skaters may run a synchro or other group program together if they are in a coached lesson.
 - c. At no time may any group of 2 or more skaters practice a synchro or other patterns in tandem, in whole or in part, with or without music, as a group.
12. No personal technology devices (including but not limited to iPods, cell phones, iPads, video recorders, CD players, etc.) are allowed on the ice or boards at any time, unless used by a coach for instructional purposes, or if it is a device used to play the skater's music. Coaches may give permission to connect such a device to the music player to play a student's program.
13. At no time may a skater, coach or other person prop a phone or other device on the boards for the purpose of video recording.
14. At no time may any skater or coach leave a prop on the ice.
15. Hockey sticks and pucks are prohibited from all CFSC sessions.
16. Headphones/AirPods may not be worn by skaters or coaches/Professionals at any time.
17. When the ice resurface signals the end of a session, all skaters and coaches must leave the ice immediately. If you are skating to your music, please stop skating immediately, turn off music and clear the ice.

Right of Way

1. Professionals are expected to educate and reinforce safe patterning and right of way with their skaters
2. The Hierarchy of Right of Way is as follows:
 - a. Skaters performing a routine to music
 - b. Pair skaters in an overhead lift
 - c. Skaters on an overhead or pole harness
 - d. Skaters in a lesson with a coach
 - e. Individual skaters who are practicing (not in a lesson)
 - f. Note: Skaters performing the called dance on a dance session have right of way over other skaters.
3. Spins should be done at center ice unless being performed as part of the skaters' program with music.

The following is a sample of how patterns should travel during a Freestyle session:



Music

1. Skaters and coaches must share the available time to play music.
2. Program music will be placed in line and played in order, on a rotational basis.
3. A skater may only have one program in the rotation at any given time.
4. After a skater's music has been played, that skater's program (or a different program) may be re-entered in the rotation at the back of the order.
5. Coaches may cut into the rotation ahead of skaters that are not in a lesson if:
 - a. the lesson is longer than 15 minutes
 - b. the skater in the lesson has not yet played a program on that session
 - c. the skater in line has only been cut by one other coach or,
 - d. the next skater in line has already played a program
6. Once a skater has played their music, they may not cut in front of any skaters who have not yet played their music during that session.
7. Once a skater has played their program music twice, they no longer have the right of way. Priority may be given to skaters competing in a qualifying event or international competition. The Ice Committee will clearly post the amended policy one month prior to competition, which will remain in effect until the close of that competition.
8. Coaches may not choreograph using the overhead sound system.
9. Music may not be stopped and restarted if another program is waiting in the rotation.
10. All music must be shut off immediately at the sound of the Zamboni signal.
11. Please handle the music equipment and other skaters' CDs and music devices with care.
12. Any skater or coach playing warm up music will be responsible for making sure that the music is appropriate.

The following behaviors are strictly prohibited.

1. Kicking, digging holes, scraping or stomping the ice with your blades or kicking the railings.
2. Being verbally abusive to other skaters or coaches. Any skater engaging in this behavior will be asked to leave the session immediately and may have membership privileges suspended or revoked.
3. Deliberately challenging, scaring, or intentionally blocking another skater. Any skater engaging in this behavior will be asked to leave the ice immediately for an indefinite period of time.
4. Skating on unauthorized ice surfaces.
5. Video recording by anyone other than an on-ice coaching professional videoing their own student for instructional purposes. Parents of skaters or other skaters are not allowed to video Club practice sessions for any reason.

OFF ICE RULES

General Rules for Members and Guests

1. Respect the personal possessions of others. Do not move, harm or take any personal property that does not belong to you.
2. Rubbish and recycling should be placed in the appropriate receptacles provided by NVO.
3. Do not leave personal belongings on the floor where they impede the movement of others.
4. Theft or interference with the personal property of another individual or NVO may result in disciplinary action, including the suspension or termination of membership.

5. The use of tobacco, marijuana, THC products, or vaping products is not allowed inside NVO facilities. The consumption, possession or sale of alcoholic beverages is prohibited.
6. Smoking. Use proper receptacles when smoking outside the building. Do not smoke directly in front of the entry door.

Training Areas

1. Club-owned training equipment may only be used only for its intended purpose.
2. Club-owned equipment should be properly stored after use.
3. Professionals using space within the NVO building for off-ice training must arrange a training schedule directly with NVO and can submit approved schedules to the Club office for distribution or posting.
4. The open area in Rink 3 is for the sole purpose of skater training and not for any other purposes.

Locker Rooms

1. No food/beverages are permitted in the locker rooms, with the exception of water.
2. Placement of stickers, tape, or adhesives of any kind on lockers is prohibited.
3. Defacing or damaging a locker is prohibited.
4. CFSC is not responsible for any lost or stolen items. It is the members' responsibility to lock their items or leave valuables at home.
5. The CFSC Professionals' Locker Room is for the exclusive use of full CFSC Professionals. No other individuals, including the children of Professionals, are allowed in the locker room at any time.
6. The use of videotaping and/or photographic devices is strictly prohibited at all times in the locker room.

Office Computers

1. Only authorized members, office staff and approved volunteers are permitted to use or access remotely, any CFSC computer.

ACTIONS IN A PUBLIC FORUM

1. No member, anyone else affiliated with CFSC, unless authorized by the General Manager or President, is authorized to state or imply that any email, Internet posting, Web log (blog) or other statement made over the Internet is made by, on behalf of, or with the authorization of CFSC.
2. Guidelines for Internet Postings:
 - a. Avoid negatively characterizing CFSC or any other figure skating Club, individual skater, or coach.
 - b. Avoid offensive language and comments that might be interpreted as hateful, spiteful, critical, or offensive.
 - c. Avoid identifying people by name unless the message is positive and there is mutual consent. Respect each other's privacy and consider what the responses of others may be to your posting.
 - d. If you feel the need to post anonymously due to the content of your message, perhaps

- you should rethink your message.
- e. Consider your frame of mind at the time of your posting. Negative comments made in anger may not always be appropriate.
 - f. Remember to read over your posting carefully before you send it to make sure it says what you want to say; once sent, it cannot be taken back.
 - g. It is expected that CFSC skaters will strive to demonstrate good sportsmanship in their postings on public Internet sites.
 - h. Professional members may not host or post any content on the Internet that is sexually inappropriate, exhibits illegal drinking or drug use, or contains other content that may be deemed detrimental to CFSC or its members.
 - i. Any inappropriate content or images of CFSC members, including professional staff, appearing on the Internet must be removed immediately.
 - j. Violations of this policy will be met with disciplinary action, up to and including termination of membership.

COMMUNICATION

All electronic communication between Professionals, Staff, Skaters and other adults must adhere to the US Center for Safesport Electronic Communication and Social Media Policy.

PART 3: ELECTRONIC COMMUNICATION POLICY

All electronic communications between an Adult Participant and a Minor Athlete must be professional in nature and for the purpose of communicating information about skating activities. This policy applies to all Adult Participants who do not qualify for a policy exception listed on page 7. Electronic communication shall include email, text messages, phone calls, videoconferencing, video coaching, WhatsApp, Facebook, Instagram, Snapchat, Twitter and all other means of digital communication.

U.S. Figure Skating recommends that the content of all electronic communication with a Minor Athlete should be saved by the Adult Participant for a period of three years and be readily available to share upon request with the Minor Athlete's family or a representative of the Member Club or U.S. Figure Skating.

All electronic communication between a Minor Athlete and an Adult Participant shall meet Two-Deep Leadership requirements and be open and transparent by including at least one of the following adults:

1. The Minor Athlete's parent or permanent legal guardian
2. An Adult Immediate Family Member of the Minor Athlete
3. Another Adult Participant (i.e., an Adult Athlete, Team Leader, or Coach)

If a Minor Athlete communicates with an Adult Participant electronically without copying one of the required adults as outlined above, the Adult Participant must follow this policy if the Adult Participant responds.

When an Adult Participant communicates electronically to the entire team or any number of Minor Athletes, the Adult Participant must copy or include the Minor Athlete's parent/permanent legal guardian, or another Adult Participant as outlined above. Only platforms that allow for Open and

Transparent communication may be used to communicate with Minor Athletes.

FACEBOOK, TWITTER, INSTAGRAM, SNAPCHAT, AND SIMILAR SOCIAL MEDIA

Adult Participants, except those with a Dual Relationship or a Close-in-Age Exception, are prohibited from having Minor Athletes join a personal social media page. Member Clubs should remind Minor Athletes that this is not permitted and that the Minor Athlete should not, for example, accept or initiate a “friend” request with an Adult Participant. Adult Participants and Minor Athletes are not permitted to “private message” or “instant message” each other privately. Adult Participants are encouraged to set their social media pages to private settings to avoid Minor Athletes’ attempts to friend, follow, or access their sites. Nothing in this policy is meant to prohibit a Member Club from utilizing social media to communicate to its Members and promote its program or from Adult Participants from “following” and “privately messaging” each other.

Member Clubs are required to have a signed Name and Likeness Consent and Release Agreement by the Minor Athlete’s parent or permanent legal guardian before any distribution, posting of photos, videos, images, etc. Sharing of a Minor Athlete’s contact information on any social media site is strictly prohibited.

PARENTAL/PERMANENT LEGAL GUARDIAN REQUEST TO DISCONTINUE ALL ELECTRONIC COMMUNICATIONS

Member Clubs, Programs and Adult Participants must comply immediately with a request from a Minor Athlete’s parent or permanent legal guardian that their child not be contacted through any form of electronic communication unless necessitated by an emergency. Failure to immediately comply with such a request is a violation of this Electronic Communication and Social Media Policy.

Additionally: Sending, posting, receiving or transmitting any content or photos over the Internet or otherwise that contain displays of sexually inappropriate behavior, content or images, illegal drinking, drug use, other improper behavior, or which violates CFSC, USFS or Professional Skaters Association (PSA) Bylaws, Codes of Conduct or other rules is strictly prohibited, and will be met with disciplinary action, up to and including termination of membership