



## 2021-2022 REGISTRATION INFORMATION

Updated August 11, 2021

The Richmond Rockets Speed Skating Club (RRSSC) is a non-profit volunteer-based sport club with parents fulfilling all roles within the Club. We encourage all parents and/or guardians to help whenever and wherever possible in the process of building our Club for our skaters. With your support, our Club will operate effectively and expand. Please get involved as it is a great way to socialize, network and learn about speed skating.

The Richmond Rockets Speed Skate Club provide programs designed to give a new/beginner with the basic skating skills and a fun and safe introduction to speed skating; intermediate/advanced skater with speed skating experience and skills and a structured “train to compete” schedule to meet their sport specific goals.

*The City of Richmond has mandated that all Richmond public facilities and sanctioned sports organizations utilizing these facilities enforce a rule that a parent/guardian/designated adult of participants / athletes / minors <16 years old must be present while their child (participant / athlete / minors <16years old) are participating within the designated areas of the facility. In the event of any current health-related regulations ordered by the Provincial Health Officer, current safety policies and procedures will be in effect (eg: Covid 19 Phase 1 and/or 2)*

### 1. SPEED SKATING PROGRAM DESCRIPTION

#### 1.1 PROGRAMS (SKATING GROUPS)

**1.1.1 Minimum Skating Skills** Skaters must have basic skating skills to be eligible for Group 1 (New/beginner skaters) Able to independently skate forwards, turn, stop in one direction, maintain their balance and get up after a fall. Able to consistently take directions and demonstrate safety awareness. Successfully met the skating skills in the Learn to Skate Level 3 program.

- a. Skate lesson days: **Sundays, Tuesdays and Thursdays**
- b. Speed skating fall/winter season: September to March. +  
Speed skating spring season: April to June (TBA when offered)

##### 1.1.1.1 GROUP 1

- a. New/Beginner skaters, who have no fundamental speed skating skills or experience **OR**
- b. Intermediate skaters who have the basic speed skating skills but have not yet consistently met the minimum speed skating fundamental skill set to advance to Group 2\*.



- c. Minimum age: For safety reasons while on the ice, skaters 5-8yrs old must be able to consistently take directions, focus on tasks during lessons, and demonstrate safety awareness of self and of others.
- d. 60 minutes duration
- e. PLEASE NOTE: If the skater does not demonstrate required expectations as described in 1.1.1.1.c, it is at the discretion of the coach, president and safety officer to discuss an achievable plan for the participant to meet expectations or withdraw from the program. Safety of the participant and others during speed skating lessons and competitions is a priority.

### 1.1.1.2 GROUP 2

- a. Returning Group 2 skaters
- b. Advanced / experienced, skaters of similar speed and mastered basic speed skating skills.
  - i. Must be evaluated by RRSSC coach to determine appropriateness and readiness prior to group 2 placement.
  - ii. Applicable to skaters who transfer from other speed skating clubs
- c. Intermediate skaters who have demonstrated speed skating skill set, physical maturity and experience to safely skate at high speed with others.
  - i. Must be evaluated by RRSSC coach to determine appropriateness and readiness prior to group 2 placement.
  - ii. Applicable to RRSSC skaters in group 1.
- d. 60 minutes duration
- e. PLEASE NOTE: If the skater does not demonstrate required expectations as described in 1.1.1.1.c, it is at the discretion of the coach, president and safety officer to discuss an achievable plan for the participant to meet expectations or withdraw from the program. Safety of the participant and others during speed skating lessons and competitions is a priority.

### 1.1.2 SKATER ADVANCEMENTS

- 1.1.2.1 Participants are evaluated on the speed skating skills learned and may progress to the next level when all skills practiced are performed consistently and successfully. Each skill level helps build confidence while introducing the skills of speed skating.
- 1.1.2.2 RRSSC Certified Coaches makes the exclusive decision in advancing a skater from Group 1 to Group 2.
- 1.1.2.3 RRSSC Certified Coaches may advise a skater if they are appropriate and ready for the Richmond Olympic Oval High Performance Program.
- 1.1.2.4 Skater assessment are made throughout the season to determine if he/she has mastered the speed skating skill set at their current level. Advancements



to the next level is made as appropriate based on assessed readiness. Please see the [RRSSC Evaluation Protocol](#).

### 1.1.3 CANCELLED ICE SESSIONS

The club reserves the right to cancel sessions due to unforeseen reasons. You will be notified by email of all cancellations in a timely manner.

### 1.1.4 COMPETITIONS

Ability Meets are **competitions where skaters are grouped by ability**, not age. Ability is based on designated distance (seed) times for that competition. In this type of meet, your skater may be racing against skaters several years younger or older than them. (Calgary Speed Skating Association. (n.d.). *Competitions 101*. <https://calgaryspeedskating.ca/competitions/>

Interclub meets are held by various speed skating clubs throughout the province during the season. These events are scheduled on weekends. Your RRSSC Head Coach will advise you when your skater is ready for the experience of competition.

Interclub meet registration information for these events will be emailed to you. Registration forms and fees must be completed and submitted to the registrar by the stated deadline. Late submissions will not be accepted. Skaters must be registered with the BC Speed Skating Association at time of registration to be eligible to compete at Interclub meets. When competing at Provincial or National competitions, upgrades to memberships fees will be required at event registration to ensure eligibility.



## 2. SPEED SKATING EQUIPMENT

### 2.1 SAFETY EQUIPMENT REQUIREMENTS

ALL mandatory equipment listed below **must** be worn prior to entering the ice surface (field of play)  
NO EXCEPTIONS.

- CSA approved hard shell helmet - eg: hockey helmet, speed skating helmet, ski helmet. Please note: bike helmets NOT allowed
- protective sport glasses (goggles) \* for sale from the Club
- neck guard - any sporting goods store in hockey section \* for sale from the Club
- cut resistant gloves \* for sale from the Club
- knee pads, (e.g. volleyball type soft ones)
- shin guards - e.g. soccer style without built-in ankle guard
- ankle protection - cut-resistant tube socks \* for sale from the Club
- full-body coverage (protection from cuts) – e.g. long sleeves light sweatshirt and sweat pants/stretchy style sport pants or skinsuit. NO Jeans or shorts.

Please contact the equipment manager if you would like to order a club skinsuit. For more details see <https://www.richmondrockets.org/equipment-and-clothing/>

Other Equipment to take to practice:

- Hard skate guards (for sale from club) – Mandatory \* for sale from the Club
- Water bottle – labelled with name of skater
- Absorbent cloth for wiping blades
- Soft skate guards (cloth) \* for sale from the Club
- Non-medical face mask (as per COVID-19 policy)
- Storage bin (20L) or equipment duffle bag to keep equipment and personal items contained during practice. This will avoid lost or misplaced equipment/personal items during practices and competitions.



### 2.2 SPEED SKATE MAINTENANCE

- Skates must be protected using hard skate guards when walking on non-ice surfaces.
- Check for loose screws/bolts frequently throughout the season to ensure safety prior to practice and competition
- After each session, skate blades must be thoroughly dried with an absorbent towel...AND
- Skate guards should never be left on the skates when not in use. Moisture will build up when blades are still cold which will cause blades to rust. Use soft skate guards (soakers) for storage.
- Skates are sharpened using a sharpening stone and burr stone while skates are set on a special platform called a sharpening jig.
- Skates must be sharpened regularly (at least once/month). Equipment manager will schedule skate sharpening lessons/sessions.
  
- See website for Speed Skate Sharpening Tutorial.  
<https://www.richmondrockets.org/speed-skate-sharpening-tutorial/>
  
- Sharpening equipment listed below
  - sharpening stone
  - deburring stone (\* for sale from club)
  - sharpening jig – may purchase your own through [www.ilovespeedskating.com](http://www.ilovespeedskating.com) or you may borrow the Club's sharpening jig during one of the scheduled skate sharpening sessions.
  - cleaning cloth
  - oil



### 2.3 SPEED SKATE RENTALS

Speed Skate rentals are available from the Club. The skate rental fee includes the use of RRSS Club skates for the duration of the Fall/Winter and/or Spring/Summer seasons. It is the responsibility of the parent/guardian/adult skater to maintain the skates as follows:

- Skaters and parent/guardian/designated adult must attend at least one of the skate sharpening lessons scheduled by the Equipment Manager.
- Skater and parent/guardian/designated adult to skater <16yrs old **MUST** comply to the Speed Skate Maintenance instructions. If there is a problem with the skate laces or any other issue, please inform the equipment manager or delegate volunteer.
- **Speed Skates must be sharpened before returning them back to the Club.**
- **Non-compliance or evidence of misuse/purposeful damage to the rental skates will forfeit partial or full skate damage deposit due to incurred expenses for repair/replacement.**

A skate damage deposit (by post-dated cheque) is required at the time of skate fitting. This cheque / or imprint of credit card will be returned to you when the skates are handed in at the end of the skater's last registered session.

*Fall/Winter Speed Skating Season:* A post-dated cheque (March 31<sup>st</sup>, 2022) with signed agreement. All rented skates must be returned before or on the last day of the skater's session or at the May AGM meeting for inventory and skate maintenance/assessment before spring/summer rental.

*Spring/Summer Rentals:* A post-dated cheque (June 30, 2022) with signed agreement.

Skate Rentals and Safety Equipment is available for purchase at our website [www.richmondrockets.org](http://www.richmondrockets.org)



### SPEED SKATE RENTAL FORM

Skater's Name: \_\_\_\_\_

Rental Period	Amount	Post Dated Cheque
<input type="checkbox"/> <b>September 1 to March 31</b>	\$175	March 31, 2022
<input type="checkbox"/> <b>March 15 - June 30</b>	\$75	June 30, 2022
<input type="checkbox"/> <b>July 1 - August 31</b>	\$50	August 31, 2022
<input type="checkbox"/> <b>Other</b>	\$25/month	(as applicable)

Skate Boot #: \_\_\_\_\_ Club Skate Guards Yes / No

Date Out: \_\_\_\_\_ Date Returned: \_\_\_\_\_

Condition: \_\_\_\_\_ Condition: \_\_\_\_\_

Equipment Damage Deposit (only if skater is renting equipment):

- Post-dated cheque for \$600 issued to Richmond Rockets Speed Skating Club which will not be cashed unless the skates are lost, damaged to a point where they are unusable, or not returned.
- I agree to maintain the skates per the RRSSC Speed Skate Maintenance instructions.
- I give my permission to destroy the cheque after the skates are returned

Cheque #: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## VOLUNTEER AGREEMENT

As a volunteer-managed speed skating club, the executive team strive to provide the skaters the best possible experience for them to want to return the following season and continue with the sport. To make our Club a success, we need parent/family participation throughout the season and especially during organized Club events.

The V-Rroom Challenge and Richmond Oval sanctioned speed skating events require Club volunteers and other volunteer group sources to participate in these all-day events.

Parent volunteers are required to participate at the V-Rroom Challenge (interclub meet) and at least one of the Richmond Oval sanctioned events. A minimum of 15 hours (per skater family) are required to fulfill your obligation to the Club. However, due to the evolving provincial health guidelines and restrictions **our volunteer coordinator will contact you on required tasks and quantity of hours needed.**

To ensure parent participation, a post-dated cheque for **Volunteer Activity Deposit of \$200** is required for **each registered skater**. Once minimum volunteer hours reached; your deposit will be returned to you at the AGM.

A portion of the deposit will be retained if less than the minimum volunteer hours reached. Retained deposit will be put towards the expenses incurred during these events. Efforts in providing the Club with corporate sponsorships will count **1.5 hours per sponsor** towards your volunteer hours.

### Volunteer Activity Deposit

- Post-dated cheque for \$200 / skater - dated March 31, 2022 issued to Richmond Rockets Speed Skating Club
- I give my permission to destroy the cheque after volunteer hours are met

Cheque #: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





### REGISTRATION FEES AND DEPOSITS

- **BCSSA and SSC Skater Membership Fees**

BC Speed Skating Association and Speed Skating Canada Membership are required for participation to cover insurance and member benefits.

- Introductory Athlete (10-sessions) \$17 BC + 8 SSC* \$22
- Club Athlete \$75 BC + \$8 SSC* \$83
- Provincial Athlete \$95 BC + \$45 SSC* \$140
- National Athlete \$115 BC + \$65 SSC* \$180

*Full season members need only register as Club Athlete which will allow members to compete in local/regional interclub meets. Upgrades to Provincial and National memberships will be available at the time of registration for competitions that require them.*

- **BCSSA and SSC Volunteer Membership Fee**

Volunteer Memberships for Parents/Guardians and all Club volunteers are now \$0 and is required to cover the parent/guardian's insurance when helping with club activities and/or events on or off the ice.

- **RRSSC Session Fees**

Fall//Winter	Beginner / Group 1	Advanced / Group 2	Fees
Sundays (19 weeks)	3:00-4:00	4:00-5:00	\$228
Tuesdays (25 weeks)	4:45-5:45	5:45-6:45	\$300
Thursdays (25 weeks)	4:30-5:30		\$300

- **Skate Rental Fees (\$25/month)**

- September – March \$175
- April – June \$75
- June-August \$50

- **Mandatory Deposit Cheques**

Please make cheques payable to **Richmond Rockets Speed Skating Club** post-dated to March 31, 2022. Post-dated cheques will not get cashed unless necessary and will be destroyed or returned at the end of the season.

- Skate Rental Damage Deposit \$600
- Volunteer Activity Deposit \$200 per skater



## WITHDRAWAL POLICY

Any request for a refund of registration fees can be submitted by completing the Skater Withdrawal Form and sending it to the Financial Assistance Committee (President, Treasurer, Registrar) at [info@richmondrockets.org](mailto:info@richmondrockets.org); however, there will be no guarantees of any or partial refunds. Given that matters of financial assistance are considered confidential, all decisions of the Financial Assistance Committee are final and are not subject to further appeal within RRSSC. Each case will be decided based on the merits of the request and the financial stability of RRSSC.

The committee will use the following as a guideline when considering registration refund requests:

- Non-Refundable costs - BCSSA/SSC Association/Insurance fees, payment processing fees, volunteer deposits and any purchased equipment from the RRSSC
- If external funds are received such as KidSport, Jumpstart or Athletic 4 Kids organizations, refundable funds would include only the paid difference.
- Withdrawal application form received:
  - **On or prior to October 31: \$25 administration fee will apply.** A pro-rated refund based on ice-time attendance in September.
  - **On November 1 or later: NO REFUNDS.** Withdrawals for medical reasons will be considered on a case-by-case basis and will be decided by the Financial Assistance Committee (President, Treasurer and Registrar).

Two specific considerations:

1. Beginning skaters (first year in speed skating) of any age will be given up to 4-5 lessons to decide if they want to continue with the sport. If they choose not to continue, a partial refund will be given minus the non-refundable costs, administrative fee and pro-rated refund based on ice-time usage.
2. Any skater in which the skater or parent is involved in disciplinary matters or non-compliance with Richmond Oval or RRSS Club health and safety policies will not be granted any refund.

In the event of a closure due to Provincial Health Orders, a pro-rated refund will be calculated minus the non-refundable BCSSA/SSC and processing fees.



## REGISTRATION CHECKLIST

Registration is online through IceReg, follow the registration link at [www.richmondrockets.org](http://www.richmondrockets.org)

Or go to <https://icereg.ca/#!/events/richmond-rockets-speed-skating-club>

### Accounts and User Profiles

IceReg can have multiple profiles under each account. We recommend if you are a parent / guardian, to **create a parent account first**, you can then create a profile for each child you want to register.

### Registration Categories

For skaters, register as **RRSSC Group 1** (beginner/existing group1 skaters). Only register for **RRSSC Group 2** if you have prior approval or a returning skater – See section 1.1.1.2 above)

For parent/volunteers, register as RRSSC Volunteer. This is required for volunteering.

### Memberships

You will be prompted to add BCSSA Memberships to your registration. Most skaters need the **Club Athlete** Membership. You can upgrade to Provincial or National when needed for competitions. *Memberships are non-refundable.*

You can then add Lesson Days and safety equipment to your cart during the registration process.

### Paper Forms

Please bring the following forms and cheques on your scheduled skate fitting/pickup day.

- Speed Skate Rental Agreement
- Medical Information Form
- Volunteer Deposit Cheque
- Skate Rental Cheque



## Online Waivers

You will be presented with the following waivers that you will be required to agree to during registration for each registrant. Please be patient and acknowledge them deliberately.

- BCSSA Adult or Minor Waiver and Assumption of Risk Agreement
- SSC Facility Use Agreement and Data Use Policy
- RRSSC Waivers:
  - RRSSC Adult or Minor Waiver and Assumption of Risk Agreement
  - BCSSA Concussion Protocol
  - RRSSC Athlete Code of Conduct
  - RRSSC Parent Code of Conduct
  - RRSSC Withdrawal Policy
  - RRSSC Privacy Policy
  - RRSSC Communicable Disease Plan

**Fall/Winter Registration Ends Nov 1, 2022**



## COMMUNICABLE DISEASE RESPONSE PLAN

The Richmond Rockets Speed Skating club has created a Communicable Disease Response Plan that outlines the steps club members must take to minimize the risk of transmission of communicable diseases and to ensure that they meet the recommendations of the Province of British Columbia, the Provincial Health Officer (PHO), WorkSafe BC, the Richmond Olympic Oval, BC Speed Skating Association (BCSSA) and ViaSport to return to sport in the Richmond Olympic Oval facility.

Members will be required to abide by the club's safety protocols and complete a waiver acknowledging and assuming the risks involved in volunteering and/or participating in speed skating activities. Failure to comply will result in the participant's removal from activities.

Updates to the guidelines will be posted on our website and communicated to members via e-mail.

### Communicable Disease Response Plan

<https://www.richmondrockets.org/safety-plan/>



## ATHLETE CODE OF CONDUCT

To ensure the safety and enjoyment of all Club members, all skaters and parent/guardians of skaters under 19 are required to read and sign this Code of Conduct. The Code of Conduct applies to all skate sanctioned activities both on and off the ice. ***The Richmond Rockets Speed Skating Club*** expects all members to:

- Be honest and forthright;
- Treat others with courtesy and respect;
- Respect the property of others;
- Respond to coaches and all meet officials with courtesy and respect;
- Settle disagreements in a fair and non-violent way;

The following behavior is unacceptable for a member of the ***Richmond Rockets Speed Skating Club***:

- Lying;
- Intimidation;
- Using profane, disrespectful and abusive language including offensive gestures;
- Using any form of physical abuse;
- Prejudicial behavior;
- Harassment;
- Defiance of or rudeness to coaches, other skaters and all on and off ice officials or chaperones/volunteers;
- Destroying, damaging or interfering with the property of others, or of the ***Richmond Rockets Speed Skating Club***;
- Vandalism of the venue;
- Theft

The following is a list of immediate consequences for unacceptable behavior. All or some of these measures may be taken, and not necessarily in this order listed.

- Warning (verbal and documented);
- Time out (time-limited based on age appropriateness) eg: remove from field of play;
- Contact with parents – remove skater from field of play;
- Suspension until further investigation can take place;



Upon accepting his or her misbehavior, a skater may make restitution through a verbal or written apology to the parties involved, along with a Statement to the Club Executive that the offending action will not reoccur. For persistent unacceptable behavior, all or some of the following measures may be taken by the Executive of the **Richmond Rockets Speed Skating Club**:

- Suspension from practices (graduated process e.g. 1 practice for 2<sup>nd</sup> offence, 2 for 3<sup>rd</sup> offence)
- RRSSC Interclub meet (this will be dependent on the above outcome); and
- Expulsion from the **Richmond Rockets Speed Skating Club** (reviewed on a case by case basis).

**As a City of Richmond mandate to all who utilize any public facilities, minor skaters (<16 year olds) must have a parent/guardian or designated supervisor present during all Club sanctioned activities. \*\*Unless spectating is prohibited due to current provincial health orders, however, must be accessible within the Richmond Olympic Oval grounds.**

I, \_\_\_\_\_, (parent) the undersigned, have read or discussed with my skater(s), and understand, and agree to the terms of the **Richmond Rockets Speed Skating Club** Code of Conduct, and its rules, expectations and consequences stated above.

Skater/Skater(s): \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_



### MEDICAL INFORMATION FORM

The information you provide will be kept in confidence and will only be shared on a “need to know” basis as set out in the RRSSC privacy policy.

Skater Name: \_\_\_\_\_

Provincial Health Number (optional): \_\_\_\_\_

Allergies (with reaction): \_\_\_\_\_

Doctor’s Name: \_\_\_\_\_

Doctor’s Phone Number: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Telephone Number: \_\_\_\_\_

Please complete the information below if the skater has any medical conditions that:

1. Requires the skater to take medication, and where the taking of these medications may be at times when the skater is at a practice, competition or other club event.
2. You feel that the coaches or those offering medical or other assistance should be aware.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





## ACKNOWLEDGEMENT & WAIVER

I have read and understood this **RRSSC Registration Info** and what is expected of me/us during the season.

I have read and understood the **RRSSC Waiver and Assumption of Risk Agreement**, (**RRSSC Minor Waiver and Assumption of Risk Agreement** if under 19) releasing Richmond Rockets Speed Skating Club from all liability for me or my child's participation in speed skating activities and accept the risks involved in this activity and of the exposure to COVID-19 or any communicable disease.

I have read and understood the **RRSSC Privacy Policy** and consent to the use of personal information as set forth in that policy.

I have read and understood the **BCSSA Concussion Protocol** regarding the risk and procedures related to brain injuries.

I have read and understood the **RRSSC Volunteer Agreement**, requiring a volunteer deposit and participation in club activities

I have read and understood the **RRSSC Withdrawal Policy**, outlining conditions for withdrawal from the club.

I have read, understood and agree to abide by the **Athlete Code of Conduct** and **Parent Code of Conduct** for acceptable behaviour to ensure the safety and enjoyment of all club members

I have read and understood the **RRSSC Evaluation Protocol** outlining procedures for skaters advancement.

I have read and understood the **RRSSC Communicable Disease Response Plan** and agree to abide by the safety protocols of the club

In consideration of my accepting this entry/registration, I hereby for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I may have against the Richmond Rockets Speed Skating Club, Richmond Olympic Oval Corp, City of Richmond, Speed Skating Canada, British Columbia Speed Skating Association, their agents, officers, employees, contractor's, sponsors, representatives, volunteers or members for any and all injuries suffered by me at any event organized by or made available to me as a result of my participation in the activities of the club, and any claim for loss, illness or personal property of any description.

I hereby give my consent for the aforementioned applicant to participate in any and all activities of the RRSSC. I assume all risks, including going to and from club functions and hereby release the Club, it's Directors and all members from any claims or any blame arising out of any loss of injury that may occur to the above mentioned applicant. I agree to abide by the club policies.

SKATER NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
(Parent or Guardian if under 19)

DATE: \_\_\_\_\_