



Peace River Skating Club

Parent Handbook

2025-2026



@peaceriverskatingclub



peaceriversc.uplifterinc.com



peaceriverskatingclub@outlook.com



Welcome to the Peace River Skating Club! We are a non-profit organization run by a volunteer board of executives. Our programs cater to athletes from the age of four to eighteen. PRSC takes pride in helping to develop young athletes to achieve their full potential in skating.

This handbook is intended for parents and skaters. The purpose is to provide useful and practical information on our programs, important dates, policies and procedures.

It's important to acknowledge the alignment between the Peace River Skating Club and Skate Canada. By adhering to Skate Canada's policies, procedures, and guidelines, PRSC ensures a consistent and high-quality experience for its athletes.

Communication

All our communication is through email. Ensure that your email address on file is up to date and check your “junk” folder regularly.

Follow us on social media to see news, events and important messages!

Facebook



facebook.com/peaceriverskatingclub

Website



www.peaceriversc.uplifterinc.com

The best way to reach the administrative staff, coaches or board members is through email:

peaceriverskatingclub@outlook.com

HEAD COACH- JODY BROOME (780) 618-3838

jodybroome@icloud.com

Coaching Team

All coaches at the Peace River Skating are trained and certified through Skate Canada and the Coaching Association of Canada's National Coaching Certification Program (NCCP). They have successfully passed Skate Canada's rigorous assessment and certification process, hold NCCP standing, are trained in first aid, have undergone extensive background screening suitable for working with youth, completed Respect in Sport Activity Leader Training, and adhere to Skate Canada's code of conduct and ethics

Head Coach



Jody Broome
Certified Regional Coach

CanSkate Coach



Adanna Hustler
Certified Canskate Coach
Trained Regional Coach

Junior Coach



Kacie Whitmey
Trained Canskate Coach

Off Ice Trainer



Angela Dunnington-Kirk

We also have many Program Assistants, who are at Level Star 2 and above, complete a training clinic and lend a helping hand to the younger skaters, modeling fundamentals of skating, leadership, and playing a crucial role in the Canskate Program.



Skate Canada



2025-2026 CALENDAR

SEPTEMBER 2025

Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

BOOT BREAKER Sept 8-Oct 8

DECEMBER 2025

Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DEC 10- Santa Skate/Christmas Exhibition

Dec 15-19 NO CANSKATE (Starskate Only)

Dec 20- Jan 4 NO SKATING (Holiday Break)

MARCH 2026

Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

MAR 1- Test Day

MAR 4- Picture Day

MAR 9/11- Dress Rehearsal

Mar 11- Last Day of Canskate

MAR 14 Year End Carnival

MAR 15 Kurt Browning Clinic

MAR 20 OR 27- Last Day for Starskate

OCTOBER 2025

Su	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

OCT 10-13 NO SKATING

OCT 15 Regular Season Starts

OCT 31 Halloween NO SKATING

JANUARY 2026

Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JAN 5- Jan-Mar CanSkate session begins

BOOTBREAKER START/END

REG SEASON START/END

NO SKATING

HOLIDAY BREAK- NO SKATING

SPECIAL EVENT

NO CANSKATE- STARSKATE ONLY

NOVEMBER 2025

Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

FEBRUARY 2026

Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

FEB 16 Family Day NO SKATING

FEB 28 Star 1-3 Competition

Programs

CanSkate

CANSKATE IS A DYNAMIC LEARN-TO- SKATE PROGRAM THAT FOCUSES ON FUN, PARTICIPATION AND BASIC SKILL DEVELOPMENT. CANSKATE CENTRES ON PHYSICAL LITERACY AND THE FUNDAMENTAL SKILLS NEEDED TO TAKE PART IN ANY ICE SPORT OR TO SKATE AS A RECREATIONAL ACTIVITY. NO PREVIOUS EXPERIENCE REQUIRED. ALL BEGINNER SKATERS MUST REGISTER FOR CANSKATE AND WILL BE DIVIDED IN GROUPS BASED ON SKILLS DURING LESSONS. CLASSES ARE OFFERED MONDAYS 4:00-4:45, WEDNESDAYS 4:00-4:45 (OPTION FOR EITHER DAY OR BOTH)



JUNIOR STARSKATE

JUNIOR STARSKATE IS AN ENTRY-LEVEL PROGRAM FOR SKATERS WHO SHOW POTENTIAL AND DESIRE TO EXCEL IN FIGURE SKATING. GROUP LESSON FORMAT IN A FUN DYNAMIC ATMOSPHERE. SKATERS LEARN THE FIGURE SKATING FUNDAMENTALS REQUIRED TO MOVE INTO THE STARSKATE PROGRAM. FIGURE SKATES ARE REQUIRED. HELMETS WILL BE REQUIRED PRIOR TO ASSESMENT BY COACHES. CLASSES ARE 3 ON ICE SESSIONS PER WEEK WITH 2 OFF ICE SESSIONS. MIN REQUIREMENT- CANSKATE LEVEL 5.



BOOTBREAKER

BOOTBREAKER IS A PRE-SEASON TRAINING PERIOD DESIGNED TO HELP SKATERS BREAK IN THEIR NEW SKATES, REBUILD STAMINA, AND REGAIN TECHNICAL SHARPNESS AFTER THE OFF-SEASON. IT TYPICALLY COMBINES HIGH REP DRILLS, EDGE WORK, JUMP AND SPIN REPETITION AND ON-ICE CONDITIONING IN GROUP LESSON FORMAT TO GET SKATERS IN FORM BEFORE THE REGULAR SESASON BEGINS. CLASSES RUN IN SEPTEMBER-EARLY OCTOBER FOR STARSKATE LEVELS JUNIOR, INTERMEDIATE AND SENIORS.

StarSkate / Competitive Skate

2 GROUPS OFFERED- INTERMEDIATE STARSKATE AND SENIOR STARSKATE
SKILLS, TESTS, ACHIEVEMENT, RECOGNITION – STARSKATE
OFFERS OPPORTUNITIES TO SKATERS OF ALL AGES TO
DEVELOP FIGURE SKATING SKILLS IN THE AREAS OF ICE DANCE, SKATING SKILLS,
FREE SKATE AND ARTISTIC SKATING. SKATERS ARE COACHED IN BOTH GROUP &
PRIVATE LESSON SETTINGS. CHANCE TO ATTEND COMPETITIONS
THROUGHOUT ALBERTA/BC.
COACHING FEES WILL BE IN ADDITION TO REGISTRATION
FEES. SKATERS WILL BE BILLED DIRECTLY BY COACHES
MINIMUM STARSKATE LEVEL 1



Visit skatecanda.ca for more information on
learn to skate and figure skating programs

Off-ice Training



OFF-ICE SESSIONS ARE MANDATORY FOR ALL STARSKATE ATHLETES. OFF-ICE JUMPS AND FITNESS CLASSES HELP IMPROVE FLEXIBILITY, STRENGTH, BALANCE, COORDINATION, AGILITY, AND JUMP ROTATIONS. THESE SKILLS ARE NEEDED TO DEVELOP WELLROUNDED ATHLETES. IN ADDITION TO THE CLASSES OFFERED BY OUR CERTIFIED COACHES WE HAVE PARTNERED WITH ANGELA DUNNINGTON-KIRK, A CERTIFIED GROUP FITNESS TRAINER WHO TRAINS MANY ATHLETES IN THE REGION.

Policies & Procedures

Registration & Payments

All registrations will be completed online through Uplifter <https://peaceriversc.uplifterinc.com>

Payment must be made online with credit card at the time of registration. Some programs will have the option for payment installments. Installments will be withdrawn automatically on the dates indicated.

If you require other payment options, please contact the club by email: peaceriverskatingclub@outlook.com

Refund Policy

- ****There is a \$62.00 yearly Skate Canada/Administration fee that is non-refundable from the registration fee for any skater withdrawing from any program after they have been registered by the club with Skate Canada.**
- If withdrawing from skating prior to Nov 1 for Fall session and Feb 1 for Winter session, refunds will be pro-rated.
- Exceptions - no refunds will be given after the respective program cut-off dates unless the following applies; The skater is unable to continue skating due to illness or injury. Refunds for withdrawals under these conditions shall be evaluated by the PRSC Board of Directors on a per case basis.
- If the minimum amount of participants to run a program is not met, a complete refund will be issued.
- Please note the schedule is subject to change based on participant number or changes required due to coaching.
- Your skater may be moved to a different level by coaching staff if needed due to number of participants per level.

Parent/Skater General Policy

Skaters under the age of 10 years old must be always supervised by a parent or guardian while at the arena. The Peace River Skating Club does not provide supervision for skaters outside of scheduled on-ice or off-ice sessions. Skaters will not be permitted on the ice without required equipment including a CSA certified helmet, properly fitted skates, and gloves. We recommend warm and comfortable clothing, no jeans, loose clothing, long skirts. Jackets or warm sweaters and younger skaters may want to wear ski pants. Parents are not permitted on the ice surface at any time.



All outstanding registration and coaching fees must be paid in full before registering for new programs. Only registered skaters are permitted on the ice. The Peace River Skating Club reserves the right to cancel sessions that have insufficient registrations. Sessions may be combined, and skaters may be moved to balance the schedule.

Volunteers

The Peace River Skating Club is a non-profit organization that relies on volunteers for its operations. Our dedicated volunteers play a crucial role in the PRSC, serving on the Executive Board and organizing various fundraising events and club activities. To make our club a success we require all families to volunteer their time.

Fundraising and Volunteer Bond

PRSC considers fundraising essential at every level of skating, it helps maintain reasonable ice and program costs for all members. (You must agree to the following fundraising requirements in our policies when you register your child.)

We will be collecting bonds online via Uplifter (our registration platform)

WHAT IS A BOND? - A bond is a deposit that the club takes to ensure you fulfill your fundraising/volunteer duties. There are 2 requirements that must be met to avoid the one-time \$300 charge.

NEW THIS SEASON

Bonds are automatically applied to your invoice when you register for applicable programs (\$300 per family)

At check-out under "PAYMENT OPTION" you will have the choice of "Pay in Full", or "Pay by Installments"

Please select "Pay by Installments" and the payment will not be charged until March 31, 2026. If you complete your fundraising/volunteer obligations, the charge will be removed. Your family (including any other future participants) will be unable to register for any future Peace River Skating Club programs (including competitions, clinics or events) if you have any outstanding balances on your account.

Families are required to sell a minimum of \$200 in our Purdy's fundraiser **AND** volunteer at least once throughout the season. Volunteer opportunities will be to help sort Purdy's in Nov, at our Starskate home competition at our year end carnival or possibly at the Casino in JUL/AUG/SEPT. (if any shifts remain) Sign-up sheets will be sent out closer to each date. Purdy's catalogs/packages will be handed out in the first weeks of skating.

IF YOU REGISTERED FOR ½ SEASON OF CANSKATE (Oct-Dec)

You are only required to sell Purdy's; however, bond amount is the same.

Half Season registrants (Jan-Mar) must complete 1 volunteer shift; bond amount is the same.

STARSKATE FAMILIES CASINO BOND

PRSC will be volunteering at the casino in Grande Prairie Jul-Sep 2026, dates yet to be determined. Casino is a major form of fundraising for the club and due to previous issues filling shifts on a volunteer basis, it is mandatory for all Starskate.

You will be required to work one casino shift per family registered for the 2025-2026 season.

An additional \$300 Casino Bond will be added to your account upon registration, please select "Pay by Installments" at check out and the payment will be dated for Oct 1, 2026, and removed upon completion of the casino shift.

FUNDRAISING EXEMPTION

If you choose not to participate in the fundraiser and would rather just pay the exemption fee- you may "Pay in Full" the \$300 bond, and please notify the club of your intention to be exempt.

BOND PAYMENT OPTIONS

Our registration platform only accepts credit card payments, if you require additional payment options please email the club at peaceriverskatingclub@outlook.com and ask for EMT payment. In this case your bond must be submitted either by postdated cheques, or paid in advance by EMT which will be returned to you by March 31, 2026 (Bond) and October 1, 2026 (Casino Bond)

Program Assistant Policy

Program Assistants play a vital role in our learn to skate/Canskate program. To be a program assistant skaters must:

- Be a minimum of 12 years old
- Complete the program assistant training
- Be at minimum Star 2

Each skater will receive an honorarium at the end of the year based on the number of shifts they completed. This symbolizes the club's appreciation of each PA's time and commitment.

PA's are responsible for tracking their time in the Jibble App in order to be credited for the shift.

General Rules

- Skaters in a lesson have the first right of way. If you see skaters participating in a lesson, give them space and yield to their movements.
- Skaters having their music played have the second right of way. Respect their performance and avoid interfering with their program.
- Regardless of priority, safety always comes first. Be aware of your surroundings and be prepared to adjust your path to avoid collisions.
- No food is permitted at ice level. Water bottles must only contain water.
- Skaters are required to be on time for all skating sessions and lessons regardless of whether it is group, private or off-ice
- Lying on the ice is only acceptable if you are injured or need assistance.
- If you need to speak to a coach, do so while they are off the ice. Please refrain from interrupting coaches during lesson time unless it is your own child's lesson.
- Skaters must avoid standing and socializing in the middle of the ice or along the boards. Skaters will receive warnings and if these warnings are ignored, they will be asked to leave the ice.
- Permission must be attained before leaving the ice for any reason. This is both a courtesy to the coaching staff as well as a safety precaution for the skaters.

BAYTEX ENERGY CENTRE RULES

- Ice is not to be accessed prior to specified time slot, regardless of if the ice is empty, and must be vacated promptly at end of scheduled ice time. Skaters are to wait on the players' bench until the coaches let them on the ice.
- **No outdoor/dirty shoes allowed on the players bench area. Outdoor shoes MUST BE REMOVED if you are in this area- mud/salt tracks onto the ice surface and destroys the ice**
- **Spectators' areas are located all around the rink; however, parents are NOT to remain in the players bench area to watch. If children come off the ice, you can meet them to help them off, but you must vacate the area immediately after**
- Please remember dressing room etiquette – there are garbage and recycle cans in each dressing room, please utilize them to help keep the dressing rooms clean
- As a multi-use facility there will always be other activities/groups also utilizing the building during your organization's allocated time; please keep an eye on siblings attending practices/games. We can't have groups of kids unsupervised running around the facility as it becomes a hazard for other patrons.

Skater Code of Conduct

As a Skate Canada member, the PRSC Skating Club is committed to ensuring that all skaters can participate in a safe and welcoming environment that is encouraging, respectful and promotes their overall development.

Skaters are expected to adhere to the rules listed below while participating in any club-sponsored function including competitions, practices, travel and social activities:

- I will show respect to all athletes, parents, officials, coaches, competitors, volunteers and facility staff at all times.
- I will control my temper – no fighting, outbursts, bad sportsmanship. I will not use profane or abusive language. Disrespectful behaviour will not be tolerated. Offending skaters will be asked to leave the ice immediately and the disciplinary process will be initiated.
- I will not engage in any form of harassment against other athletes, coaches, parents or officials.
- I will not engage in destructive gossip regarding coaches, staff, parents, athletes or officials.
- I will not use banned substances, illegal drugs, vaping and alcohol or tobacco products.
- I will be a positive peer to my fellow skaters, compliment and cheer them on, no teasing or bullying.
- I will not engage in any activities that could endanger or hinder other athletes or cause damage to property.
- I will not leave practice or PRSC Skating Club functions without permission from the coach or official.
- I will listen to my coaches at all times; I will remember that coaches and officials are there to help me and I will respect their decisions and show them respect.
- I will know my practice schedule and will be on time. This means being at the rink at least 10 minutes before practice starts and appropriately dressed for the session.
- I will remember that winning isn't everything –that having fun, improving my skills, making friends and doing my best are important.
- I will use ice time wisely and keep moving while on the ice practicing.
- To avoid de-hydration, I will bring a bottle of water to practice and competitions.
- I will resolve any conflicts that arise by discussing the concerns with my coaches.
- When travelling for competitions, test days, dance partnering, and events I will follow the rules outlined by the coaches and PRSC club.
- Social media shall not be used to post remarks or pictures that can be considered inflammatory, degrading, or in poor taste toward any other student athlete (PRSC Skater or otherwise), coach or volunteer.
- I will not stand by the boards/glass and communicate with other coaches/friends/family during practice times that cause distraction to the sessions.
- I am aware that failure to fulfil these obligations could result in dismissal from sessions, up to and including termination of membership.

Discipline Policy

All skaters must comply with the rules and regulations of PRSC and adhere to the Skate Canada Code of Ethics at all times. Violations of these rules or the code of ethics will result in disciplinary action as detailed below:

First warning will be verbal, between the Coach, Club President, skater and the skater's parent/guardian.

Second warning will be a written misconduct form, presented to the skater's parent/guardian by the Coach and/or the Club President.

Third warning will be a one session suspension issued by the Coach with communication to the skater, the skater's parent/guardian, and Club President.

A fourth and final warning will prompt the Club President to bring the issue to the PRSC Executive. This step follows a verbal discussion involving the Coach, Club President, skater, and skater's parent/guardian about this course of action. The PRSC Executive will then determine the skater's future with the Club. The decision will be communicated in writing to the skater's parent/guardian. Meanwhile, the skater's participation in all sessions will be on hold until the Board reaches a decision.

Breach of Skate Canada Code of Ethics or Peace River Skating Club Rules and Regulations may result in membership being suspended or cancelled at the discretion of the PRSC Executive.

PARENTS CODE OF CONDUCT

In this code “parents” shall refer to “parents and guardians”. This code applies to all parents who are members of Skate Canada or have children who are members of Skate Canada. Parents shall always abide by this code while participating in any Skate Canada club or school, competition, or activity.

- All parents are expected to conduct themselves in a responsible manner consistent with the values of fair play, integrity, open communication and mutual respect and will assume the major responsibility for their son/daughters on ice conduct and attitude.
- Parents shall always treat all individuals and property with dignity, courtesy and respect, including but not limited to skaters, coaches, officials, volunteers, other parents, and all other individuals that are part of the club, skating school, Section or Skate Canada.
- Parents shall refrain from any behavior or comments which are profane, insulting, harassing, sexist, racist, abusive, disrespectful or otherwise offensive without hostility or violence.
- Parents shall emphasize the importance of values like sportsmanship, respect, cooperation, competition and teamwork to their son/daughter, offering praise for competing fairly, participation and skill development.
- Parents shall model and encourage their son/daughter to maintain a healthy balance between skating and life. (e.g., school, other activities, social life, etc.)
- Parents shall model and encourage balanced, healthy food choices and subscribe to an active and healthy lifestyle.
- Parents shall set high, but reasonable expectations for their son/daughter’s participation in skating focusing on development and enjoyment for the child.
- Parents shall instil confidence in their son/daughter’s ability and skill development, always avoiding comparisons with other skaters.
- Parents shall celebrate the acquisition of skills and goals achieved by their son/daughter.
- Parents, along with the professional coach and the athlete, shall be considered members of a team whose main concern is the child’s overall progress and development. Parents shall respect that the professional coach is responsible and empowered for the on and off-ice development of the athlete and shall refrain from coaching their own son or daughter from the viewing areas or ice level.
- Parents are to follow test, assessment and/or competition level recommendations that are made by the PRSC Club coach and must inform their coach of any concerns or questions they may have before testing pull dates or submitting final competition registration forms. As a team, the parent, coach and skater decide which tests may be put up and which categories they will be registered in keeping in mind that club coaches are highly trained in what constitutes a passable test and/or a positive competition experience while taking into account all aspects of the athletes positive development not only as a skater, but as an individual. PRSC Coaches will make the final decision.
- Parents must notify the coaching staff of all decisions, health conditions and/or injuries that may affect or influence the training, performance and/or safety of their athletes.
- Parents who are registered as a coach with Skate Canada but not hired as a Professional Coach with the Peace River Skating Club are not permitted to coach their child or any other child unless they are contracted by the Peace River Skating Club on or at any Club ice sessions or/ and events.
- Parents shall ensure their son/daughter wears proper skating clothing and equipment.
- Parents shall never provide alcohol or drugs to minors in a Skate Canada environment.
- Parents shall never provide or advocate the use of performance enhancing drugs or substances.
- Parents are responsible for their skater when they are not on the ice or in an off-ice class.
- Parents shall avoid any conduct, which brings their club, skating school, Section or Skate Canada, into disrepute, including but not limited to abusive use of alcohol, non-medical use of drugs and gambling.
- Parents shall openly support and uphold this code of conduct policy and take action and steps to ensure other parents follow and uphold this code of conduct policy.
- Parents shall adhere to the policies, procedures, rules, standards, and ethics of Skate Canada at all times.

Channels of Communication

Parents - if you need to quickly speak to a coach, please do so while they are off of the ice either before or after practice. Please do not interrupt coaches during lesson time. If there is a concern, please contact the coach to set up a time for a meeting. Concerns about your child’s training/coaching should be brought to the coach’s attention first so that they are made aware of your concerns and can adjust if possible. Concerns that are shared in the stands but not with the coaches do not help things to improve; we ask that you come to us directly so that these concerns can be addressed as soon as possible. We also encourage all skaters to come directly to us with their concerns as well. If you would like to set up a meeting with your coach(es) please let us know, we would be happy to set aside a time for you.

Competitions



Depending on skater's level they may be eligible to attend competitions throughout the Skate AB|NT|NU Section. Coaches will inform parents and skaters of upcoming competitions.

SKATE AB|NT|NU 2025-2026 calendar can be found at: www.skateabnwtun.ca

- Skaters will be required to register for competitions online (be mindful of registration deadlines)
- There are additional fees for competitions including: registration, coaching fees, and travel if applicable.
- Most registrations will require you to upload your music at the time of registration. Music files will be provided to skaters by coaches.
- Competition dress, tights, hair and makeup are mandatory.
- Simulations will generally be held one week prior to competition date.
- Schedules and start orders will be posted online prior to the competition. Check for changes and updates.
- Coaches will provide instructions for competition day. Be prepared to arrive a minimum of one hour before skater's flight time.
- Competition results are posted on the SkateABNWTNUN website.

Competition Travel Policy

Peace River skating club will cover the costs incurred for coaches to travel to competitions outside of the Peace River area for two events at \$500 per event. Coaches will submit their expenses to the board and any remaining expenses or extra competitions not covered by the policy will be divided among the attending skaters.