# Membership / Registration Policy

## **Policy Statement**

The purpose of this policy is to outline membership and registration related policies for the Jordan Skating Club.

Jordan Skating Club is located within the Province of Ontario and is a member of Skate Ontario as defined by Skate Ontario By-laws and as registered with Skate Canada.

The Jordan Skating Club is a not-for-profit incorporated organization. The Jordan Skating Club is governed by a volunteer Board of Directors, elected at the Annual General Meeting. All programs are taught by certified, professional coaches (certified through NCCP and Skate Canada).

#### **Membership Fee**

An annual Skate Canada registrant fee is included when you register for a program. It is valid from September 1 to August 31 and includes insurance coverage, along with access to all Skate Canada programs. Please note that your skater information will be shared with Skate Canada through the registration process. The Skate Canada registrant fee is non-refundable. For more information about Skate Canada, visit <a href="https://www.skatecanada.ca">www.skatecanada.ca</a>.

#### Registration

Registration opens in mid-August. A waitlist is established for programs that become full.

Information and how to register can be found on our website: www.jordanskatingclub.com

#### Refunds

Refunds are provided under specific conditions as outlined in this policy. Refunds will be processed in a fair and timely manner, ensuring that both the club and its members are treated equitably.

Refund requests must include:

- Member's name and contact information, email address
- Reason for the refund request
- Supporting documentation (if applicable)
- Date of withdrawal or cancellation

Membership fees, such as the Skate Canada fee are generally non-refundable. Exceptions may be considered in cases of medical reasons and are subject to the approval of the Board of Directors and Skate Canada.

Program fees may be refunded at the discretion of the Board of Directors. A refund may be issued under the following conditions:

- 1. Withdrawal before the start of the program: Full refund minus the administration fee.
- 2. Withdrawal within the first four weeks of the program: Prorated refund minus the administration fee.

## Safety & Policies

By registering for a program you accept the terms as described in this policy as well as any rules, policy and procedure as established by the Jordan Skating Club.

By registering all skaters agree to adhere to the rules and policies of both Skate Ontario and Skate Canada. More information on Skate Canada can be found at the following sites:

Skate Canada - <u>www.skatecanada.ca</u> Skate Ontario - <u>www.skateontario.org</u>

# **Equipment**

CSA approved hockey helmets are required until the completion of CanSkate Stage 5. Face masks (helmet cage) are strongly recommended for young skaters as they may benefit from the added protection.

Skaters must wear proper skates and gloves in good working condition. Participants without appropriate equipment will not be permitted on the ice.