

Procedure: STAR 6 to Gold Evaluator and Coach Assessor Contact and Assignment **Revised March 1, 2021**

Note: Revisions to this procedure are provided for clarity based on feedback and to streamline the procedures surrounding the set-up of assessment opportunities. Please check the Assessment Day Information on the Section website page via the Clubs tab frequently for up-to-date information on assessments.

The Section presently has 17 qualified STAR 6 - Gold Evaluators in Free Skate, Skills, Artistic and Dance and 27 Coach Assessors qualified to assess Skills. To provide reasonable access to assessments, a new approach was offered in the 2020-2021 season. This approach aligns with the philosophy surrounding the STAR assessment structure of removing barriers and improving access to assessments. This approach will also help use Evaluator and Coach Assessor resources wisely due to the limited numbers of qualified evaluators and assessors to draw from at the present time.

Highlights and reminders involving the new approach:

[Section Assessment Day Information on website](#)

Section email for STAR 6 to Gold Assessment related inquiries: assessments@skateabnwnun.ca

Skills Coach Assessors qualified for STAR 6-Gold levels can assess their own skaters and are also permitted to assess SKILLS assessments for other skaters (skaters that they are not the contracted coach for).

Club Assessment Coordinators are permitted to contact Evaluators and Coach Assessors throughout the year for assessments on regular club ice sessions, a standalone club assessment day or for a centralized assessment day with outside clubs participating, for any level of assessment. A reminder that Free Skate Elements and Skills assessments are encouraged to be done on club ice when possible.

Going forward all STARSkate Region Invitational competitions will offer the opportunity for Free Skate Program and Artistic Program assessments and Combined Invitational Competitions will offer Free Skate Program assessments. Skaters must register for the assessment and pay the Skate Canada assessment fee as outlined in the competition announcement or as communicated to be eligible for the assessment at the event.

Region Assessment Coordinators (RAC) are the 'go to' experts in the region regarding advice and planning for club or centralized assessment days. RAC's are encouraged to set up a Fall region assessment meeting and establish a calendar for collaborating and centralizing assessment days across their regions. Check ins during the winter, spring and summer seasons will also help make sure that assessment planning and staging are being guided and supported. Cross referencing of Section events and neighbouring region events and assessment days is recommended before finalizing any dates. RAC's will be available to guide Club Assessment Coordinators with the set up of centralized Assessment Days and are the first point of contact for any issues with planning or staffing an assessment day. The Section Officials Committee will appoint an official to mentor and be a buddy to assist each RAC to help navigate the assessment structure for contact and assignment and just generally support RAC's in their role.

Centralized Assessment Day Set-Up:

Centralized Assessment Days serve many purposes. They share evaluator resources, bring clubs together and help skaters have an access point to assessment opportunities.

After observing the tremendous collaboration of region clubs surrounding the best set ups for all types of region assessment opportunities, it was decided to let the regions steer the timing and setup of assessments themselves. Going forward there will be 'no restrictions' on the number of assessment days nor number of centralized assessment days within regions. Regions are strongly advised to continue to work together to use the limited evaluator and coach assessor resources efficiently and effectively. Be mindful of how many times and when you are asking evaluators out for assessments, in order to keep the process moving along without burning out volunteers.

If regions or clubs encounter any difficulties in setting up a centralized assessment day or need some help in finding an evaluator, please consult with your RAC or email the Assessments email assessments@skateabnwtun.ca to ask for help and work out a strategy to address the issue.

Section Assessment Calendar:

A club assessment day and/or centralized assessment day form is available on the Section website for clubs and regions to fill in. The purpose of the form is simply to share the assessment dates and details to be posted on the Section Assessment Day Calendar. This information is important to share so clubs, coaches and skaters may be aware of and access opportunities and the new in training evaluators can look up dates where they can practice evaluate to gain experience and complete promotion pathway steps.

What will assessment opportunities potentially look like?

An assessment day is defined as any day that a skater is being assessed by either an Evaluator or Coach assessor. This can be in the following formats:

- A skater being assessed in the Skills discipline on a regular session, in their regular lesson, by a Coach assessor.
- Skaters being assessed on a regular session by an Evaluator, for any discipline.
- A traditional assessment day at the club or skating school that schedules ice only for assessment purposes for skaters to be assessed by an Evaluator or Coach assessor.
- A regional assessment day as directed by the Section to facilitate an assessment opportunity for neighbouring clubs and skating schools.
- At an event
 - ❖ Assessments may be done at an event provided the event has an Evaluator able to conduct the assessment. These assessments include Freeskate Programs and Artistic programs.
 - ❖ In the case of a Freeskate Program assessment at an event, the skater only receives credit for the program portion of the Freeskate assessment. To receive the full recognition of the STAR level, the Element assessment must also be achieved at a separate assessment opportunity.
 - ❖ Skaters wishing to be assessed in STAR 6 to Gold Freeskate levels will register in the applicable event category at STARSkate Invitational and Combined Invitational events.
 - ❖ Skaters registered in Pre-Juvenile and Juvenile Freeskate events can be assessed for the STAR 6 Freeskate level.

- ❖ Skaters registered in Pre-Novice Short Program and Novice Short Program can be assessed for the STAR 9 Freeskate level.
- ❖ Skaters may challenge the Gold Freeskate program to allow for entry to Novice and higher Singles categories, but they must have completed the STAR 10 Elements. Note: STAR 10 Elements will have to be completed at an assessment session as this type of assessment will not be offered at a competition.
- ❖ Club Assessment Coordinators are responsible for verifying that the skater is eligible for the assessment and for providing the assessment sheet for the skater to bring to the event.
- ❖ Refer to STAR Assessment rules for up-to-date assessment and/or challenged assessment fees.

Suggestions for how to structure the Region Assessment Coordinator duties:

Region Assessment Coordinator (RAC) Training and Ongoing Mentorship

- Review and update the contact list of RAC's as Region AGM's occur
- Update the Section website listing.
- Establish a meeting date for RAC's to introduce STAR 6 to Gold procedures for contact and assignment of Evaluators and Coach Assessors so newcomers into roles understand the procedure.
- Introduce Skate Canada Assessment Guide
- Introduce procedure for contact and staffing Assessment Day's which transfers responsibilities to regions with the assistance of an appointed evaluator to mentor and assist each RAC.
- Review the various scenarios available to clubs to contact evaluators and coach assessors to arrange their own assessments on club ice.
- Review the option of channeling assessments for Free Skate Programs and Artistic at competitions which will be advertised in the competition announcement.
- Explore holding an Assessment Day in front of or the day following any competitions to keep expenses down and make use of officials travelling to the event.
- Share list of all qualified evaluators and coach assessors in the region/Section with club assessment coordinators.
- Encourage regions to share assessment dates with all assessment coordinators.
- When planning centralized assessment dates be transparent and inclusive when possible to accept assessments from other clubs
- RAC monitors and liaises with club AC's on status of assessment days and if they are having any issues with finding an evaluator.
- RAC troubleshoots by contacting out-of-region Evaluators and Coach Assessors to assist when required.
- RAC's can access the Section Assessment Liaison for advice and assistance with any assessment issue via assessments@skateabnwnun.ca
- Regions are encouraged to explore setting up a recruitment strategy to attract new evaluators in the region and expand the number of trained and qualified evaluators available for future assessments.