



AB | NT | NU

## Guide to Hosting a CanSkate Event

### EVENT OVERVIEW

Hosting a CanSkate Event within your club/skating school and/or surrounding area provides young skaters the opportunity to perform their skills, without having to travel great distances, and allows clubs/skating schools to determine the best timing for them.

This guide, used in coordination with the CanSkate Event Resource Package, provides the optimal framework for how young skaters should experience their first competitions.

Throughout the document “Host” refers to the host club or skating school and “Section” refers to Skate AB | NT | NU.

### BENEFITS TO HOSTING

- Skaters perform locally.
- Provides an environment that is known and comfortable to the skater when introducing them to performing.
- Creates a fun environment for the skaters and engages the older skaters to be involved.
- Provides the parents and older skaters an opportunity to learn how to volunteer at an event that is fun and less stressful.
- Can be a fundraiser for the club/skating school

### WHO CAN PARTICIPATE?

- Host may choose to host a CanSkate Event with Skate Canada members of their own club/skating school or invite surrounding clubs/skating schools. It is encouraged to invite nearby Skate Canada clubs/skating schools to join your event if space permits.
- Adhere to Skate Canada’s LTD regarding travelling to competitions at the learn-to-skate stage, where skaters should not travel far distances for competitions. Skaters are encouraged to stay within their region.

### HOSTING REQUIREMENTS

- Complete and submit the sanction form available from the Section website. If you decide to host a Star 1-3 Competition in coordination with your CanSkate Event, there is a joint sanction form to host both events together at a discounted rate.
- If an announcement is developed for your event, it must be reviewed and approved by the Section Office prior to being distributed.
- Provide music for any categories as required.
- Provide report cards for all categories.



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- Provide all awards for the skaters in each category. Awards may be trophies, medals, ribbons, or something creative from the Host, but must be created and designed by the Host. Skaters are assessed to standard and not ranked.
- Have arena sound systems with microphone for announcing.
- All skaters and coaches participating in the event must be registered with Skate Canada and in good standing.

### CANSKATE EVENT RESOURCE PACKAGE

- Review the CanSkate Event Resource Package. This package includes:
  - Parent Information Sheet
  - Event Entry Form
  - Pre-Event Assessor Meeting Guide
  - Ice Set Up Diagrams
  - CanSkate Stages 1-6 Circuits
  - Duties of Coaches/Program Assistants/Assessors
  - Event Schedule Example
  - Results Calculation
- Link to the CanSkate Event Resource Package is available on the Section website under Competitions>CanSkate Event
- Certificate templates available on Skate Canada website

### PLANNING TIPS

Overall considerations for planning a CanSkate Event:

- Select a Competition Chair to be the lead of your event. This is a volunteer from within the Host.
- Create a budget.
- Determine if you can invite other clubs/skating schools near by and if so, how many. This would be based on the number of skaters in your club that would be participating and the amount of ice you have allocated to the event.
- Secure facility/ice/any meeting room space as needed.
- Select categories to offer and create the announcement. Consider offering a Star 1-3 Competition in coordination with the CanSkate Event.
- Send announcement (if applicable) and sanction request form to the Section Office for approval.
- Determine the awards which will be provided. Ordering medals/trophies/ribbons may require a minimum of 6 weeks. Confirm with your local supplier. Awards are not available from the Section Office.
- Determine how to do registration. Suggestion: Clubs/skating schools using uplifter, can set up registration through uplifter.
- Ensure the Host provides and communicates a schedule to the coaches and skaters.



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Contact the Section Office for questions regarding the planning of your event:

[events@skateabnwtun.ca](mailto:events@skateabnwtun.ca)

### CATEGORY SELECTION

Host may choose to offer all CanSkate categories or a selection of CanSkate categories. CanSkate Events offer CanSkate Stages 1-6. There are no CanSkate Programs.

Category Options	Assessment Format	CanSkate Stages
CanSkate Elements	Assessed to Standard	Stages 1-6
CanSkate Creative	Assessed to Standard	Stages 1-6
CanSkate Spin/Spiral/Jump	Assessed to Standard	Stage 5 Stage 6

### CanSkate Creative Stages 1-6

The CanSkate Creative event is to provide a fun opportunity for the skaters to perform to music. No elements are required, as the focus is to have fun and show the skaters interpretation to the music.

### Guidelines to offer CanSkate Creative:

- Music is selected by the Host.
- Skaters will hear a piece of music twice during warm up.
- Skaters will have half (1/2) of the ice surface to perform a creative program that complements the music.
- Skaters are encouraged to NOT pre-choreograph routines. Music selections will be 30 seconds long.

### AWARDS

- Awards are to be provided to each skater. Skaters are not ranked.
- Award options may be: medals/ribbons/trophies/certificates. It is suggested that the award be the same for each skater. This allows the host to order the number of awards per total participants instead of per assessment level.
- Tip: place a sticker on the back of the medal or on the trophy to show the level of assessment: gold, silver, or bronze.
- Report cards must be provided to each skater.