



BALMERTOWN FIGURE SKATING CLUB

Membership & Registration Policy

Aligned with Skate Canada and Skate Ontario Requirements

1. Purpose

The purpose of this policy is to define the requirements, rights, and responsibilities of members within the Balmertown FSC. This policy ensures fair, transparent, and consistent membership practices aligned with Skate Canada and Skate Ontario standards.

2. Scope

This policy applies to all individuals registering with or participating in Balmertown FSC programs, including:

- Skaters
 - Coaches
 - Program Assistants
 - Board Members and Volunteers
 - Associate or Honorary Members
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3. Definition of Membership

Membership is granted to individuals who:

- Register for a Balmertown FSC program or role
- Pay all applicable fees
- Agree to abide by policies, including Code of Conduct and Safe Sport policies
- Meet eligibility requirements set by Balmertown FSC and governing bodies

All skaters must be registered members of Skate Canada through Balmertown FSC, as required for participation.

4. Categories of Membership

Balmertown FSC offers the following categories:

- **Skater Members**
Individuals registered in skating programs (Canskate, StarSkate & Recreational Programs).
- **Professional Members**
Coaches who are registered and in good standing with Skate Canada.
- **Volunteer/Board Members**
Individuals serving in official Balmertown FSC roles.



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- **Associate Members**

Parents, guardians, or supporters who may not skate but are affiliated with Balmertown FSC.

5. Registration Requirements

To obtain or renew membership, individuals must:

- Complete registration through the Balmertown FSC's designated system
- Pay all required Balmertown FSC and Skate Canada fees
- Provide accurate and complete information
- Agree to all policies and procedures

Membership is not considered active until all requirements are fulfilled.

6. Membership Term

Membership is valid for the Skate Canada membership year (typically September 1 to August 31) and renewal is an annual requirement.

7. Rights of Members

Members in good standing have the right to:

- Participate in Balmertown FSC programs and activities, as applicable
- Be treated in a safe, respectful, and inclusive environment
- Receive clear communication from the Balmertown FSC
- Raise concerns or complaints without fear of retaliation
- Access policies and governance information

Voting rights will be defined in Balmertown FSC's bylaws.

8. Responsibilities of Members

All members are responsible for:

- Complying with all Balmertown FSC policies and procedures
- Maintaining respectful and appropriate behaviour
- Supporting a Safe Sport environment
- Paying fees on time
- Providing updated contact and registration information



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9. Good Standing

A member is considered in good standing if they:

- Have paid all required fees
- Have completed required registration and screening
- Are compliant with all Balmertown FSC club policies
- Are not subject to disciplinary restrictions or sanctions

Only members in good standing may participate fully in Balmertown FSC activities.

10. Suspension or Termination of Membership

Membership may be suspended or terminated if a member:

- Breaches any policy (e.g., Code of Conduct, Safe Sport Policy, Conflict Resolution)
- Fails to meet financial obligations
- Engages in behaviour that is harmful to the club or its members

Disciplinary actions will be handled in accordance with Balmertown FSC's Discipline Policy.

11. Resignation of Membership

Members may resign at any time by providing written notice to the club.

Refund requests must be submitted in writing and include the reason for the request.

Requests should include:

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

A medical note is required for medical-related refund requests.

12. Registration Refund Guidelines

Skate Canada registrant fees are generally non-refundable. Exceptions may be considered for medical reasons and are subject to Balmertown FSC Board approval.



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When you withdraw	Refund
Before the program starts	Full refund, less applicable processing fee (Skate Canada Fee not refundable)
Before October 31st	Prorated refund, less applicable processing fee (Skate Canada Fee not refundable)
As of November 1st	No refund, except in exceptional circumstances

Exceptional circumstances, including medical reasons, must be supported by appropriate documentation and are subject to approval.

All refund requests will be reviewed fairly and processed as promptly as possible.

13. Privacy and Personal Information

Balmertown FSC collects and maintains personal information for registration and program administration purposes. All information will be handled in accordance with applicable privacy laws and Skate Canada requirements.

14. Compliance with Governing Bodies

All members must comply with the rules and policies established by Skate Canada and Skate Ontario, including:

- Safe Sport requirements
- Code of Ethics
- Registration and eligibility standards

This policy is intended to complement, not replace, those governing body requirements.



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15. Policy Review

This policy will be reviewed annually by the Balmertown FSC Board of Directors to ensure continued alignment with Skate Canada and Skate Ontario standards.
