



NORTHERN LIGHTS

School of Skating

REGISTRATION & PAYMENT POLICIES

All Registrations are completed online: nlskating.com

CONTENTS

- COVID Protocols
- Communication
- Payment Options
- Installment Payments
- Refund Policy
- Skate Canada Membership Fees
- Changing Programs
- Guest Skaters
- Ice Cancellation

*COVID PROTOCOLS

All skaters participating in the NLSS (Northern Lights School of Skating) programs **must** complete the Skate Ontario Acknowledgment Release, Indemnity and assumption of Risk regarding COVID-19 (“**COVID-19 WAIVER**”) prior to participating in any NLSS programs. Any skater who does not complete the COVID-19 Waiver is unable to participate in NLSS programs. All program participants will be required to self-screen prior to each session. Participants who are feeling unwell are asked to stay home. Participants who appear ill during NLSS sessions will be asked to leave the session.

PROGRAM COMMUNICATION

A link will be sent to join the Team Reach app for the season for each individual program once the registration fees have been processed. Please ensure you join this group for all program updates. NLSS will also post reminders on the Northern Lights School of Skating facebook group as needed.

PAYMENT OPTIONS

Northern Lights School of Skating accepts various methods of payment including E-Transfer, Credit Card, KidSport Funding/ Jumpstart funding.

IF you have a Credit to your account this will automatically be applied at checkout.

*Should you choose to pay via online/credit card, please add the Online Credit Card Processing fee to your invoice. An additional \$10 will be applied. This ONLY applies to those who choose to pay via online credit – credit card. For those who opt for a different payment option this amount will not be included.

***NLSS will not accept cash or cheque**

Please Send E-Transfers to: nlschoolofskating@gmail.com

Set Password to: skatingisfun

Include your child's name & program in the message box

Registrations will only be processed once payment is received. Please allow 48 hours once payment is received for the registration to be completed as each participant must be registered with Skate Canada (for insurance purposes) prior to stepping on the ice.

Those registering via KidSport/JumpStart or Reserve/Band Funding:

Please contact KidSport/JumpStart (Elaine Fischer - NWHU) to fill out an application (Form available on the home Page – click on the icon) before the program starts. The process may take a few weeks before a decision is made. Once your application has been approved your registration will be processed. KidSport will only cover up to \$350.00 for registration, you will be responsible for the remaining balance. If you have any questions please contact: Elaine or Jacqueline at the Northwestern Health Unit: (807) 274-9827 or fortfrances@kidsportcanada.ca

Reserve/Band Funding: You will be required to pay the registration fees at time of registration. Please print a copy of your invoice and bring this to your reserve/band office for funding support. It is recommended that you contact your reserve/band office regarding your funding eligibility before registering; NLSS will not refund should you not be eligible for funding support.

For liability reasons, skaters will NOT be permitted on the ice without being registered online and payment received.

For all our programs, we request all payments are made at least 72 hours before the first day that you arrive for your program.

A skater who is not in good standing (owing money from previous registrations) with the Northern Lights Skating School will not be allowed access to the ice and programming until all fees owed are collected.

Skaters who are not in good standing with other clubs/organizations (ie. Minor Hockey or other Skate Canada Clubs/skating schools) will not be allowed access to the ice and programming until all fees owed are paid.

INSTALLMENT POLICY

***Only Applicable to certain Program**

***Installment payments must be paid by the deadline or else the skater will not be permitted on the ice until payment is received**

If you are paying Credit Card – then your installments will be Pre-Authorized. Details of the installment amount and dates are found at the invoice line prior to checking out.

If you are paying E-Transfer then you will be required to set Pre-Authorized EMT payments. Details of the installment amount and dates are found at the invoice line prior to checking out.

REFUND POLICY

- For the 2023-2024 season, refunds are permitted with notice provided before midnight on October 9th, 2023 (except for the STARSKATE Program); refunds will be calculated at a pro-rated amount and includes a \$25 administration fee
- STARSKATE 3 Day Program is non-refundable
- Skate Canada Membership fees for all participants are 100% Non-Refundable (\$58.65)
- **Refund requests MUST BE submitted in writing**, which includes email (coach.ashleycumming@gmail.com) or text 807-276-1446. If confirmation is not received within 48 hours, please call Ashley to confirm receipt of request.
- There will be no refunds provided for missed sessions due to illness, travel, COVID protocols, cancellations or holidays. Also there are no guaranteed substitutions or make-ups for missed sessions.
- Please direct any questions or concerns to Northern Lights School of Skating Director – Ashley Cumming at coach.ashleycumming@gmail.com, 807-276-1446

SKATE CANADA MEMBERSHIP FEES

Northern Lights School of Skating is a Skate Canada Sanctioned skating school. Anyone who registers with a Skate Canada club or skating school requires mandatory Skate Canada Membership. This entitles you to a Skate Canada Membership Number which gives you access to the Members Only Section of the Skate Canada website and also provides insurance. Please visit www.skatecanada.ca for more information.

The Skate Canada Membership Fees of \$58.65 is Non-Refundable and covers all programs which fall within the current skating season – from September 1st to August 31st of that registration year.

All on-ice participants including parents and program assistants are required to register.

CHANGING PROGRAMS

Note it is the discretion of the Director – Ashley Cumming – whether or not a skater should move to another level/program/group.

Any skater, who during the course of the season moves to another level, **may be required to pay a pro-rated fee**. In this circumstance, an invoice will be created in your account and emailed to you for payment. Payment options for this are as listed above in the Payment Option Section.

For skaters who are moving to another program of lesser registration fees, a credit will be applied to your family account.

GUEST SKATERS

Guest skating is only available for STARSKATE Skaters with current Skate Canada Membership. Proof of this membership will be required 48 hours prior to the session. Guest Skating is only available on Friday Mornings, 7:00-7:50 AM. Drop-In Fees are \$40 + tax per session. Lessons are not available to guest skaters without prior approval.

Please contact Ashley Cumming with your request. It is the discretion of NLSS/Ashley Cumming.

ICE CANCELLATION

The Northern Lights School of Skating reserves the right to change, cancel or reschedule any sessions, depending on the number of registrants. There are occasions when the club must make changes to the schedule. Please check the schedule posted on the website, team reach App, and check the facebook page (Northern Lights School of Skating) regularly as any changes will listed here. Should a session be cancelled due to weather or other unforeseen reasons, the Northern Lights School of Skating will work with the arena manager to try to reschedule the sessions but it not guaranteed. In these situations Northern Lights School of Skating will not be responsible for lost ice time and refunds will not be available for missed sessions.

STARSKATE & PRESTARSKATE REGISTRATION

All fees for Assessments, Testing, Lessons and competitions are separate from our regular registration fees.

STARSKATE - All fees for lessons are costs separate from our regular registration fees and will be billed directly by the coach and must be paid directly to the coach in a timely manner. A coach who is not being paid in a timely manner can make a verbal or written complaint to the Director of the Northern Lights School of Skating. In such cases, the Director will address the issue and may revoke or suspend membership and restrict access to ice time.

If you have any further questions do not hesitate to contact:

Ashley Cumming
Northern Lights School of Skating, Director/Owner
Coach.ashleycumming@gmail.com
(807) 276-1446