

Applies to: All Members & Coaches
Implementation Date: September 28, 2023
Revision Date: September 24, 2025

Policy Statement

Orillia Figure Skating Club (OFSC) is a membership-based organization recognized by Skate Ontario, the governing body for the Orillia Figure Skating Club and by Skate Canada, which is the governing body of Skate Ontario.

The purpose of this policy is to provide members and coaching staff with information, education, and resources for the process of Assessment Evaluations.

Scope

This Policy applies to all Orillia FSC club skaters and coaches as well as out of town skaters and coaches.

General

The OFSC will rely solely on their Professional Coaching staff to determine which skater is ready for any assessment and will not use any undue influence with the Professional Coaching staff to encourage participation. When a coach determines a skater is ready to be assessed on a Skate Canada assessment in either Skills, Freeskate Elements, Freeskate Program, Dance Elements, Dance and/or Artistic Program, one (1) ticket will need to be purchased per assessment. There are two types of assessment tickets. The Skater's Coach will advise which assessment ticket is to be purchased prior to the skater's assessment.

1. Blue Tickets: Star 1 to 5 assessments are \$20.00 and are completed on a regular skating session by the skater's coach.
2. Red Tickets: Star 6 to Gold and some Star 5 assessments are \$25.00 and are completed on a scheduled Assessment Day. The Star 5 Assessments included in this category of ticket are: Star 5 FreeSkate Program, Star 5c Willow Waltz, and Star 5 Artistic.

These fees include the Skate Canada \$12.00 fee plus the \$8.00-\$13.00 OFSC administrative fee. The OFSC administrative fee covers office supplies relating to the Assessment Day, additional ice time, as well as food, a small gift, and a mileage allowance for the Evaluators. All Evaluators are volunteers and are not paid for their services.

How to Purchase an Assessment Ticket:

1. Visit orilliafigureskatingclub.com
2. In the top menu, select **Star Skate > Assessment Day Info & Payment**

3. Enter the **Number** of tickets required > **Add to Cart**
4. To continue, select either **View Cart** in the pop-up window or **Shopping Cart** at the top right corner of the screen
5. Confirm the proper number of tickets have been purchased, remembering that each assessment requires a ticket. (For Example: If a skater is testing STAR2 Dance, STAR1 Freeskate & STAR2 Skills, they require three (3) tickets.)
6. Select **Billing Information**, confirming this matches your desired payment method, and complete the required **Policies and Waivers** by selecting each: reading, signing and submitting as required
7. Select **Payment Information** > **Send E-Transfer** OR **Pay by Credit Card** to confirm payment
8. On the **Invoice** under **Registration Details**, select the **Print** option beside the purchased ticket OR, if you purchased more than one ticket, select **Print All Tickets**
9. A separate window will open showing a ticket and corresponding QR Code for each assessment. At this point you can **Print** OR **Save** to your computer or device.
10. **Coach-Assessed (STAR 1-5):** Show your coach the copy saved on your device, providing the coach the **Invoice #** to be recorded on their Test Summary sheet OR provide the print-out to your coach PRIOR to the skaters assessment.

Assessment Day (STAR 5-GOLD): Show the assessment coordinator (or designated person) the copy saved on your device, providing them the **Invoice #** to be recorded on the Test Summary sheet OR provide the print-out to your coach PRIOR to the skaters assessment.

Procedure

STAR 1-5 Assessment Format: Coach Evaluators

Assessments in the STAR 1-5 program are designed to be introduced in a semi-formal format and progress in formality to prepare the skaters for external evaluation in the Learn to Compete stage of development.

STAR 1 & 2 is the Introduction format whereby the assessments will occur in the skater's natural training environment, during their lesson time. This may be in group, semi or private lessons. Practice attire is acceptable for this type of assessment.

STAR 2, 3 & 4 is the Transitional Format. These assessments also occur in the skater's natural training environment, during their regular lesson time and may also be conducted in group, semi or private lessons. To increase the formality, only skaters being assessed will participate in the assessment. Proper skating attire is required for this type of assessment.

STAR 4 & 5 is the Hybrid Classic Format. There are 2 assessments in the STAR 5 level that require this Classic Format which are STAR 5a Dance, and STAR 5 Freeskate Program. All other STAR 4 & 5 assessments have the option of being performed in either the Transitional or Classic Format. In the Classic Format, coaches will stand off the ice for the assessment to simulate an External Evaluation and skaters will perform their assessment on clear ice. Proper skating attire is required for this type of assessment.

STAR 5-GOLD Assessment Format: External Evaluators

Once a skater reaches Star 6, Freeskate, Skills and Dance assessments are done on formal Assessment Days and evaluated by Skate Canada certified evaluators. Formal Assessment Days may be held during regular skating session and therefore may affect the regular skating schedule for the club on that specific day. If extra time is required or extenuating circumstances arise, Assessment Day will occasionally be held during the daytime.

The Assessment Day schedule will be emailed to all participants and all coaching staff approximately seven (7) to 10 days before the scheduled Assessment Day. The dates are scheduled prior to the beginning of the season for the entire year. It is a rare occurrence but sometimes we need to revise an Assessment Date during the year.

Policy Administration

This Policy will be maintained by the Orillia Figure Skating Club and will be reviewed on an annual basis or as deemed necessary.

References

1. Current Skate Canada Assessment Coordinator Resource Guide: [English](#) / [French](#)
2. Current Rules of Sport – STAR Assessments, located on Skate Canada Info Centre [English](#) / [French](#)
3. Current Skate Ontario [Assessment Day & Assessment Information](#)