

Christmas at the Ritz!

Step into a world of timeless sophistication and holiday splendor. This year, the Ozark Figure Skating Club invites you to an evening of unparalleled elegance with our Christmas Show: *Christmas at the Ritz*. Prepare to be enchanted by a night of high-class glamour and vintage style as our skaters take to the ice in a grand celebration of the season.

Inspired by the golden era of holiday galas, this theme brings a touch of velvet and starlight to our annual extravaganza. Expect dazzling solos, classic holiday melodies, and a wealth of grace as our performers illuminate the rink with refined holiday spirit.

While the atmosphere is one of prestige, remember that this is a festive showcase. We are here to celebrate every skater, from those taking their first elegant glides to our seasoned stars. It is a day to honor all ages, all levels, and the collective beauty of our skating community. Before the skating begins, please review these essential details to ensure our season shines with the utmost brilliance.

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1. HOW TO BE A PART OF THE SHOW

- All Skaters at all levels: Sign up for a Group Performance!
 - Note: All participants must be toilet trained; volunteers not able to assist with bathroom needs
- Ozark FSC Members: Apply for a Solo, Duet, Trio, Quartet
- Parents of a Group or S/D/T/Q skater– ensure they have an Awesome Christmas Show!
 - All families are required to be a part of our Show Crew (details in [Section 5](#))

2. COMMUNICATIONS

*If you are not receiving emails for Show Cast updates, please email

OzarkFigureSkatingClub@gmail.com

Parent Q&A

- [Virtual](#): Google Meet, Tuesday, September 1, 7-7:30pm
- [Virtual](#): Google Meet, Wednesday, September 2, 8-8:30pm
- [In Person](#): @ The Jones Center Ice Arena, Wednesday, September 2, 6-6:30pm

- In Person: @ The Jones Center Ice Arena, Tuesday, September 8, 6-6:30pm

1st Group Practice on October 13th, 5:30pm-7pm, Check In & Info Table

- Crew Volunteering Q&A
- Be the first to sign up for your required crew slots!
- Ask questions about upcoming important dates and grab helpful handouts.

6th & Final Regular Group Practice on November 17th, 5:30pm-7pm, Check In & Info Table

- Volunteer Q&A
- Finalize your rehearsal & show days Christmas Crew help times
- Get information about expectations for your position(s)
- Costume Pick Up and Rehearsal & Show Day Q&A

3. GROUP PERFORMANCE DETAILS

*skaters of all ages and abilities are eligible to participate in a group performance

GROUP PARTICIPANT FORM DEADLINE – Saturday, September 19th

Sign Up Here: <https://forms.gle/fyG91kTfPGG6z4aK9>

COMMITMENT

- Attend at least 5 of 6 practices on Tuesdays, from 10/13- 11/17.
- Practices will be held from 5:30-7:00.
- Each group will be assigned a 20 to 30-minute practice slot. ***Arrive 20 Minutes early. Be ready 5+ minutes BEFORE your practice time.**
 - It is important that skaters be at EVERY practice. Please email conflicts related to health or school to OzarkFigureSkatingClub@gmail.com
 - The rink will be marked with where skaters should gather before their practice time. Ensure your skater(s) are with their group before heading upstairs to watch practice from the bleachers or windows upstairs. The rink lobby will be more congested than usual. Please be mindful and avoid being in the rink lobby any longer than necessary.
- Attend Dress Rehearsal on 12/1, 4:30pm-8:00pm (at the latest) for the **entire time** until dismissed. ****Email OzarkFigureSkatingClub@gmail.com with conflicts 2+ weeks prior****
- Perform in ALL THREE shows on 12/5, 11am, 1pm, & 5pm
- Parent Show Crew
 - Plan to volunteer for 1 setup or teardown shift + 1 show shift (details in [Section 5](#))

GROUP PERFORMANCE COST OFSC Members = \$200 | Non-OFSC Members = \$250

- **Multi-skater families:** additional family skaters after the first will be discounted **50%**
- **3-Month Payment Plans Available!**
- **COST INCLUDES:** costume, tights (if applicable), bodysuits (if applicable), 6 group practices, and dress rehearsal (coaches fees + ice time)
- **Bodysuits:** Skaters 11 & younger, also performing in a solo/duet/trio/quartet, will be required to wear the provided nude bodysuit underneath their costume at dress rehearsal and on show days. **No exceptions.**

- Additional pairs of tights can be purchased via emailing OFSC at ozarkfigureskatingclub@gmail.com Orders must be placed before the posted deadline

CHRISTMAS SHOW SCHOLARSHIPS FOR GROUP PARTICIPATION INFO

- Ozark Figure Skating Club will sponsor the group participant fee for one current Jones Center Learn to Skate participant and one current Ozark Figure Skating Club member. More information can be found on our website: ozarkfsc.org/christmas-scholarship-info
- **Accepting Ozark FSC Member Applications July 1-Aug 31.** All Application Materials are due by July 31. APPLY HERE: <https://forms.gle/mBHF3X5LxUWwPWm8>
- **Accepting Jones Center Learn to Skate Applications July 1-Aug 31.** All Application Materials are due by Aug 31. APPLY HERE: <https://forms.gle/8eCeJDz8iujs7E8i8>

Group Assignments & Practice Times Announced: Wednesday, September 30th

Group Practice Dates: October 13th, 20th, 27th | November 3rd, 10th, 17th

Costume Try On Dates: October 27th & November 3rd | More Details to Come!

4. Solo/Duet/Trio/Quartet Performance Details

*members of Ozark FSC are eligible to participate in a solo, duet, trio, or quartet performance once they submit their points form and meet minimum requirements.

**points can only be acquired during the time in which a skater has a current membership

POINTS FORM DEADLINE – Sunday, August 31st @ 11:59pm

Sign Up Here: <https://forms.gle/SzrS7RT1WEYHQwt79>

COMMITMENT

- Attend Dress Rehearsal on 12/1, 4:30pm-8:00pm (at the latest) for the **entire time** until dismissed. **Email OzarkFigureSkatingClub@gmail.com with conflicts 2+ weeks prior**
- Perform in ALL THREE shows on 12/5 (11am, 1pm, & 5pm)
- Parent Show Crew
 - Plan to volunteer for 1 setup/teardown shift + 1 show shift (details in [Section 5](#))

COST

- Solo/Duet/Trio/Quartet skaters are responsible for purchasing their costume and the cost is separate from any coaching fees. The cost is approx. \$50-\$120.
 - Note: If the skater is 11 or younger and also in a group performance, they MUST wear the provided nude bodysuit to wear under their costume. No exceptions.
- Will practice during an agreed upon freestyle time with the primary coach(es) of the skater(s). Private lesson rates vary amongst coaches.

POINT REQUIREMENTS

Group A	Group B
<u>Renewing Members:</u> Minimum of 5pts from OFSC Activities, Events, & Volunteering	<u>Renewing Members:</u> Minimum of 2pts from OFSC Activities, Events, & Volunteering

<u>New Members (Spring 2026 or later):</u> Minimum of 2pts from OFSC Activities, Events, & Volunteering	<u>New Members (Spring 2026 or later):</u> Minimum of 1pt from OFSC Activities, Events, & Volunteering
Pre-Preliminary FREE SKATE / Pre-Bronze FREE SKATE or Higher	All skating levels below Group A Requirements
Tested and Passed by Aug 31st, 2026	Based on completed skill level as of Aug 31st, 2026
50% of Solos (Typically 60 points or more)	50% of Solos (Typically 40 points or more)
Exact distribution among Group A will be based on the number of points forms submitted for each skating level. To ensure a fair and inclusive selection process, the Christmas Show Committee may divide Group A submissions into smaller subcategories based on skill level. Solos will then be awarded within those subcategories to recognize outstanding skaters at every stage of development. The Christmas Show Committee will provide all skaters with a breakdown upon assignment of solos, duets, trios, and quartets.	Exact distribution among Group B will be based on the number of points forms submitted for each skating level. To ensure a fair and inclusive selection process, the Christmas Show Committee may divide Group A submissions into smaller subcategories based on skill level. Solos will then be awarded within those subcategories to recognize outstanding skaters at every stage of development. The Christmas Show Committee will provide all skaters with a breakdown upon assignment of solos, duets, trios, and quartets.

*Anyone who attends **Sectionals** will automatically be awarded a solo the following year. However, you must meet the qualifying criteria listed above including club participation/volunteer points minimum.

PLEASE NOTE:

******Submitting a points form means you agree to participate in the Christmas Show in the role the Christmas Show Committee assigns you. If you are assigned a solo, duet, trio, or quartet for Christmas Show and withdraw under any circumstances, your eligibility for a solo, duet, trio, or quartet the following year is not promised, regardless of points earned, and will be determined by a committee vote.

5. Parent Show Crew Expectations for “Christmas at the Ritz!”

Our skating club is run entirely by volunteers – parents like yourself who wish to support our skaters and ensure they have opportunities to showcase their skills outside of formal competitions.

The Christmas Show is a huge undertaking, both financially and in preparation. Outside of helping with rehearsal & show day, there are several additional opportunities to fill that help make the Christmas show possible; **your help is appreciated immensely**. This includes christmas show set building work days, parade float decorating (if applicable), donation of hospitality items, and more. If you would like to help in other ways, email ozarkfigureskatingclub@gmail.com

EXPECTATIONS

- By signing up your child for the Christmas show you are also agreeing to help with one setup OR teardown shift **AND** one show day shift. The time commitment is approximately 4 Hours.
 - Setup or teardown on Saturday, Dec 5th
 - Setup 1st Shift 6:30-8:30am or
 - Setup 2nd Shift 8am-10am or
 - Teardown 6pm-8pm.
 - Volunteer to work one show on Saturday, Dec 5th
 - Shifts vary from around 1-2 hours and will be available on a first come basis
- Parents that volunteer for 2+ shows or specialized roles (SkateSafe, Spotlight, Hospitality) will be exempt from Setup/Teardown *Details Below
- For some Volunteer positions, you will be expected to fulfill that role at dress rehearsal as well so that you will understand your role on show day.
 - If you cannot be at the dress rehearsal, please let us know and we will do our best to make sure you understand your role ahead of the show.
- Adult Participants are exempt from parent volunteer requirements.

In order to have our show, we need volunteers!

- If you know you will not be able to commit to the above, you may opt-out of volunteer work for an additional cost of \$100 on sign up forms
- If you do not opt out and fail to show up for selected Show Crew shifts, you will be invoiced the opt out fee.
- If the balance is not paid, your skater will not be able to participate in next year's show.

VOLUNTEER PERKS FOR OUR ABOVE AND BEYOND VOLUNTEERS

1. 2 Free General Admission tickets to either the 11am show or the 1pm show
2. Long Sleeve, Crewneck, or Hoodie at a discount
3. Your name in the program as part of our crew!

To qualify for volunteer perks you must:

- a. Sign up to volunteer for 2 shows (approx. 4-6 hour commitment) on show day

- o NOTE: Those who sign up for a **SkateSafe** role and are compliant before dress rehearsal day only need to volunteer for ONE show and follow through with item “b” below to qualify for perks!
- b. Perform your volunteer role on dress rehearsal night, if applicable. Not all positions will be required – please see details of your sign up spot.

WHEN & WHERE TO SIGN UP!

- If you want first dibs on signing up, there will be an open Parent Q&A on October 13th at the Check In & Information Table on the first day of group practice. 5:30pm-6:30pm
- Signup Genius Link to volunteer will go out Friday, October 16th.

The roles below are vital to running the show!

They do require more time on show day or require extra steps on your part to be eligible. If you participate in these roles you are exempt from setup/tear down requirements.

Role	Special Requirements
Spotlight Operator	Must attend and receive instruction on Dress Rehearsal night
SkateSafe Monitor for Back Hallway and Lobby	Complete SafeSport Training & Background Check • Club will reimburse background check fee for those that volunteer the day of the show, must turn in receipt • You will get to step out and watch your child(ren) perform. • Must attend and receive instruction on Dress Rehearsal night
Hospitality Room	Includes set up, organization, and clean up on the day of the show

6. All About SkateSafe & The Christmas Show

SkateSafe is the set of policies and procedures set forth by U.S. Figure Skating, designed to ensure the highest levels of safety and wellbeing for all participants in the sport of Figure Skating. As a member club of U.S. Figure Skating, the Ozark Figure Skating Club is obligated to adhere to all policies from our governing body.

VOLUNTEERING & SKATESAFE

Certain vital show day positions require the volunteer to be SkateSafe compliant. In order to be compliant you must:

- Submit for a background check, costs approx \$30
 - o Ozark Figure Skating Club will reimburse for positions requiring this
- Complete a SafeSport training course to ensure you are qualified and capable of carrying out the duties and policies of said positions. The SafeSport training course is free.

How To Become SkateSafe Compliant

1. Login on usfigureskating.org using your Member #, not your child's.

- o If you haven't logged in before, you'll be asked to choose a password to create your account.
- o If you do not know your "Member Number" at login do the following:
 - Login to your [EntryEeze account](#) with your email and password.
 - On the left side, under the "Family Members" header, select YOUR name.
 - Under your Name, DOB, and Gender you will see "USFS #." This is YOUR id that you need to login at usfigureskating.org; your child's id is different.
 - If you do not have one listed, please email ozarkfigureskatingclub@gmail.com
- 2. Once you login, select the "US Figure Skating SkateSafe" icon
- 3. Choose to begin your SafeSport Training or Background Check via the links on the screen.
 - o **Background Check**
 - You will be prompted to pay prior to beginning your screening.
 - After paying you will click the link at the top of your invoice page to be redirected where you will enter all applicable background check information.
 - Have at least a 7 year residence history handy.
 - o **SafeSport training**
 - Stop and start at your leisure– progress is automatically saved
 - You can always continue where you left off by following Steps 1, 2, & 3, then selecting "continue" for SafeSport training.
 - Initial SafeSport training will take you between one and three hours to complete. Refresher course the following two years is considerably shorter.

****ALL SAFESPORT TRAINING AND BACKGROUND CHECKS MUST BE COMPLETED NO LATER THAN NOV 30TH****

COSTUME CHANGES & LOCKER ROOMS

We utilize the use of Ready Rooms to increase the safety and efficiency of the Christmas Show. To ensure our younger skaters are still able to participate we are using Ready Rooms for them and require bodysuits for all skaters with costume changes (ages 11 and younger) so that they may be assisted with their costume changes.

What's the difference between a locker room and a ready room?

Locker Rooms (are for ages 12-17 to change)	Ready Rooms (are for all ages to wait/hangout)
1. For costume changes of age-appropriate skaters ONLY, where a skater may be in a state of undress at any time. 2. The door to this space must remain closed 3. No adult may enter a locker room except in the event of an emergency and cannot assist a minor in any state of undress. 4. SkateSafe Certification does not grant an adult permission to enter a locker room 5. Cell phones and other recording devices are prohibited in this space.	1. For all ages and all genders, although event organizers can limit access as they see fit. 2. This space must have an open door and be regularly monitored 3. Adults may enter this space, including coaches and volunteers 4. Wearing a bodysuit allows for costume changes to take place because the skaters will not be undressed at any time. 5. Cell phone use is permitted in this space.

7. SHOW MERCHANDISE

Merchandise Prices

Short Sleeve	Long Sleeve	Crew Sweatshirt	Hoodie	Ornaments = \$8
Youth = \$15	Youth = \$20	Youth = \$35	Youth = \$40	
Adult = \$20	Adult = \$25	Adult = \$45	Adult = \$45	

All group participants will have a short sleeve shirt included with their cost to participate

Deadline: Purchase Deadline is Sunday, November 15, 2026

Merchandise will be passed out at Dress Rehearsal, Dec 1st & Show Day, Dec 5th

8. TICKETS TO THE SHOW

*ticket sales will remain open through show day until a time or ticket type is sold out.

Sale Dates: November 1st – Members & Friends/Family Sale Begins

November 4th – Advertising to Public for Christmas Show Begins

Ticket Prices

- **General Admission**
 - Sat, 11:00am = \$10
 - Sat, 1:00pm & Sat, 5:00pm = \$15 *includes Skate w/ the Cast*
- **VIP On-Ice Experience**
 - Sat, 11:00am = \$20
 - Fri, 6:30pm & Sat, 1:00pm = \$25 *includes Skate w/ the Cast*

General Ticket Info

- ALL Tickets for Sat, 1pm & Sat, 5pm shows include “Skate w/ the Cast!” after the show.
- GENERAL ADMISSION (doors open 30 minutes prior to showtime)
- VIP On-Ice Experience
 - Rink door will open 10 minutes prior to showtime
 - VIPs must be seated 3 minutes prior to showtime
 - Seating will be first come first serve and from the center of the ice, outward.
 - You are required to remain seated for the duration of the show.
 - VIP admission is not recommended for children younger than 5 years old.
 - VIP seating is considerably colder than sitting in the bleachers – please dress accordingly. Personal sized blankets are permitted.
 - Guaranteed a printed program

9. DRESS REHEARSAL DAY DETAILS – DEC. 1ST

TIME	WHO	NOTES
3:30pm	All solo, duet, trio, and quartet skaters arrive at the rink	Come dressed if possible. Rink bathrooms will be closed to changing.
4:00-5pm	PHOTOS: solo, duet, trio, quartet skaters	Be ready and waiting by 4pm. If you are in group, get changed & ready for group photos immediately after your photos are taken for solo/duet/trio/quartet
4:30pm	Group skaters arrive at the rink	Come dressed if possible. Rink bathrooms will be closed to changing.
5:00-5:45pm	PHOTOS: group skaters	Be ready and waiting by 5pm. Once everyone in your group has arrived in costume w/ skates on, let the photography coordinator with the skater list know.
5:45-6:00pm	Zam	
6:00-6:30pm	Finale Practice	*May start earlier after zam cut
6:30pm	Show Run-through w/ Finale	
7:30pm	Individual Run-throughs as needed	

- All Skating Cast **MUST** attend Dress Rehearsal on 12/1, 4:30pm-8:00pm (at the latest) for the **ENTIRE TIME** until dismissed.
Email OzarkFigureSkatingClub@gmail.com with school conflicts or similar 2+ weeks prior
- All skaters with one performance should show up in full costume to the dress rehearsal.
- Upon arrival you will check in with the front table. The volunteers at this table will direct you where to go. Skaters with an outfit change will be asked to check in with the SkateSafe Coordinator at the entrance to the back hall before staging their items.
- Parents will be permitted into the Ready Rooms before and after Dress Rehearsal but not during. No parents/caregivers will be permitted into Locker Rooms.
- When dress rehearsal is over parents/caregivers will not be permitted to change their child(ren) in Ready Rooms unless wearing a bodysuit at all times.

10. SHOW DAY DETAILS – DEC. 5TH

Shift 1: 6:30-8:30am Shift 2: 8:00-10:00am	Volunteers arrive to help set up for the show *we cannot have too much help so if the volunteer slots fill up please feel free to just show up to help!	VOLUNTEER INFO
10:00am	All skaters at the rink by this time.	All volunteers should check in at the check in table inside the rink at the base of the stairs when they arrive. If your name is not on the volunteer sign-in list and you fill in for any role on the day-of, please put your name on the sign up sheet. You will not get credit for volunteering if your name is not on the volunteer sign-in sheet.
10:00-10:45am	Last Minute checks for audio & lighting.	
11:00-12:15pm	SHOWTIME (no “Skate w/ the Cast” to follow)	
12:15-12:45pm	Parents come down to the waiting area (near the elevator) to say hi to kids once the show is over. No skaters may leave the rink.	
1:00-2:15pm	SHOWTIME + “Skate w/ the Cast!” Attendees and cast can skate	
3:00-4:00pm	*Afternoon Break* Hospitality room available to cast members, volunteers, & coaches to eat and hang out.	
4:00pm	All Cast Members should be checked back in at their respective Ready Rooms	
5:00-6:15pm	SHOWTIME + “Skate w/ the Cast!” Attendees and cast can skate	
6:00-8:00pm	Set Teardown **we cannot have too much help so feel free to just show up to help!	

11. IMPORTANT DATES

For Christmas Show 2026: Christmas At The Ritz!

Deadlines | **Practices** | **Meetings**

MONTH	DAY	INFORMATION
AUGUST		Club Newsletter with Show Information - Group Forms & Solo/Duet/Trio/Quartet Points Forms Open! - Christmas Show Group Participant Scholarships Open! 3-Month Payment Plan Available!
	1 st	Christmas Show Merchandise Pre-Orders Open
	2 nd	1PM, Christmas Show Work Day – Volunteers Needed!
	31 st	Solo/Duet/Trio/Quartet Points Form Deadline @ 11:59pm
SEPTEMBER	1 st	Informational Parent Q&A <u>Virtual</u> : Tuesday, 7-7:30pm, Location: Google Meet
	2 nd	Informational Parent Q&A <u>In Person</u> : Wednesday, 6-6:30pm, Location: Jones Center Ice Rink <u>Virtual</u> : Wednesday, 8-8:30pm, Location: Google Meet
	3 rd	Informational Parent Q&A <u>In Person</u> : Thursday, 6-6:30pm, Location: Jones Center Ice Rink
	7 th	Solo/Duet/Trio/Quartet Drop Period Ends – Placements are FINAL
	8 th	Full Day Committee Meeting to Verify & Assign Solo/Duet/Trio/Quartet
	12 th	Cast Reveal Party & Glow Skate Event @ Roller City, 4:30pm-6:30pm
	19 th	Group Forms Due @ 11:59pm Group Drop Period Ends – Placements are FINAL
	22 nd	Group Fee Payment Invoices Sent Out
	27 th	Group Payments Due (Full Invoice or Payment Plan started)
	30 th	Group Placements Announced & Practice Schedule Released
OCTOBER	13 th	1st Group Practice

	13 th	Parent Q&A at 2nd Practice Check In & Information Table 5:30-6:30pm · First Dibs on Volunteer Sign-Up for Dress Rehearsal & Show Day
	16 th	Volunteer Signup Genius Link Sent Out
	20 th	2nd Group Practice
	27 th	3rd Group Practice; Costume Try Ons– More details to come!
NOVEMBER	1 st	Tickets Go On Sale for Club Members and their Friends/Family
	3 rd	4th Group Practice; Costume Try Ons– More details to come!
	4 th	Advertising to Public for Christmas Show Begins
	10 th	5th Group Practice; Costume Try On Make Ups
	15 th	Merchandise Preorder Deadline
	17 th	6th Group Practice
	17 th	Parent Q&A & Costume Pickup
	24 th	NO PRACTICE
	29 th	Rodeo of the Ozarks Christmas Parade in Springdale, 6pm Truck/Parade Prep 2-4pm @ Jones Center; must line up before 4:45*** Participation TBD
	30 th	SkateSafe Submission Deadline
DECEMBER	1 st	DRESS REHEARSAL & GROUP PHOTOS & MERCHANDISE HANDOUT · 4:00-4:30pm – Solo/Duet/Trio/Quartet Photos · 4:30pm-5:15pm – Group Performance Photos · 5:45 – Zam · 6:00pm – Rehearsal Begins · 8:00pm – Rehearsal Ends
	5 th	SHOW DAY · 6:30-8:30am – Mandatory Setup Shift 1 · 8:00-10:00am – Mandatory Setup Shift 2 · 10am – Check In · 11am – Show · 1pm – Show followed by Skate w/ the Cast · 5pm – Show followed by Skate w/ the Cast · 6-8pm – Mandatory Teardown