



**SATURDAY, DECEMBER 14th @ 11AM, 1PM, & 5PM**

You can't go wrong when you curl up with a good book and we reckon these holiday classics will make you want a blanket and hot cocoa to go with them. Join us as we bring the stories of the season to life in this year's annual fundraiser Christmas Show, hosted by the Ozark Figure Skating Club. With a little something for all ages and nostalgia abound, you're sure to enjoy these performances that capture the essence of the season. But first - we've got some housekeeping to take care of!

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## **HOW TO BE A PART OF THE SHOW**

1. Sign up for a Group Performance
  - Attend an informational meeting on 8/20, 8/21, 8/22, 9/4, 9/5 @ 6:00pm to learn more!
2. Apply for a Solo, Duet, Trio, Quartet
3. Volunteer to Help Ensure an Awesome Christmas Show
  - Opportunities include parade float decorating, donation of hospitality items, help on rehearsal day, and many show day needs!
  - Attend a parent meeting on October 15<sup>th</sup> @ 5:00pm or 6:00pm to learn more!

## COMMUNICATIONS

If you are not receiving an email or text update roughly once per week, please email us with your cell number at [OzarkFigureSkatingClub@gmail.com](mailto:OzarkFigureSkatingClub@gmail.com)

### Parent Meetings

- August 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup> @ 6:00pm-6:30pm
- September 4<sup>th</sup> & 5<sup>th</sup> 6:00pm-6:30pm
- October 15<sup>th</sup>, 5:00pm & 6:00pm

### Mandatory Volunteer Meeting & Costume Pick Up

- December 3<sup>rd</sup>, 5:00pm & 6:00pm

## TICKETS TO THE SHOW

\*ticket sales will remain open through show day or until they sell out.

### Sale Dates

November 1<sup>st</sup> - Members & Friends/Family Sale Begins

November 15<sup>th</sup> – Public Sale Begins

### General Ticket Info

- ALL Tickets for 1:00pm show include a "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 and all VIPs must be seated 3 minutes prior to showtime)
  - o 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.
  - o VIP admission is not recommended for children younger than 5 years old.
  - o VIP seating is considerably colder than sitting in the bleachers – please dress accordingly. Personal sized blankets are permitted.
  - o Guaranteed a printed program

### Ticket Prices

- General Admission
  - o 11:00am
    - GA = \$8
    - Handicap = \$8
  - o 1:00pm & 5:00pm
    - GA = \$13
    - Handicap = \$13
- VIP On-Ice Experience
  - o 11:00am = \$15
  - o 1:00pm & 5:00pm = \$20

## SHOW MERCHANDISE



### Apparel Prices

#### Short Sleeve

- Youth = \$10
- Adult = \$15

#### Long Sleeve

- Youth = \$15
- Adult = \$20

#### Crew Sweatshirt

- Youth = \$20
- Adult = \$25

#### Hoodie

- Youth = \$25
- Adult = \$30

Ornaments = \$10 | 30oz. Tumblers = \$15 | 15oz. Mug = \$10 | Stickers = \$4

### Volunteer Perks

1. 2 Free General Admission tickets to either the 11am show or the 1pm show
2. 1 Free Short-Sleeve or Long-Sleeve Christmas Show shirt
3. Your name in the program as part of our crew! (sign up by Dec. 6th to be included)

To qualify for volunteer perks you must:

- a. Sign up to volunteer for 2 shows (approx. 4-6 hour commitment, will vary based on role) on show day
  - o Those who sign up for a SkateSafe role and are compliant before dress rehearsal day only need to volunteer for ONE show and 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.

## Group Performance Details

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

**DEADLINE – Saturday, September 14th** | [Sign Up Here: https://forms.gle/LVnTswz9JrNxqrCT9](https://forms.gle/LVnTswz9JrNxqrCT9)

### COMMITMENT

- Attend at least 5 of 6 practices (Tuesday evenings from 10/15-12/3)
- Attend Dress Rehearsal on 12/10, 4:30pm-9:00pm (at the latest)
- Perform in ALL THREE shows on 12/14 (11am, 1pm, & 5pm)
- Each family must volunteer for 1.5 hours either helping to set up or tear down.
  - Adults and those volunteering for 2 shows will be exempt from set up or tear down.

**COST** | OFSC Members & NWAHA = \$150 | Non-OFSC Members = \$200

1. COST INCLUDES: costume (if applicable), tights (if applicable), & 6 group practices (coaches fees + ice time)
2. Skaters 11 and younger, also performing in a solo/duet/trio/quartet, will be charged an extra \$20 for a nude bodysuit, which they are REQUIRED to wear under their costumes. No exceptions.
3. Additional pairs of tights can be purchased via the OFSC website and will be picked up with their costume on December 3rd.

### PRACTICES

1. Tuesdays 5:00-7:00. Each group is assigned a 30-minute practice slot.
  - Arrive 20 Minutes early. Be ready at least 5 minutes BEFORE your practice time.
2. There are 6 practice dates this year. Please be at EVERY practice. If missing the first or second practice, it is the responsibility of the skater and parent to contact the coach and schedule a time to learn the choreography (the cost incurred from the extra lesson is the responsibility of the parent). Please email [OzarkFigureSkatingClub@gmail.com](mailto:OzarkFigureSkatingClub@gmail.com) with conflicts related to health or school.
3. The rink will be well marked with where skaters should gather before their practice time. A parent should ensure their child(ren) are gathered with their group before heading upstairs to watch practice. Please avoid being in the rink lobby any longer than necessary.

Group Assignments & Practice Times Announced: September 20th

Practice Dates: October 15<sup>th</sup>, 22<sup>nd</sup> | November 5<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup> | December 3<sup>rd</sup>, 10<sup>th</sup> (rehearsal)

### Group Practice Times

PRACTICE TIME	ARRIVAL TIME	NOTES
5:00pm	4:40pm	Parents are expected to watch practices from the bleachers or windows upstairs. Please do not linger in the rink lobby any longer than necessary. This area will be more congested than usual so please be mindful and considerate in that regard.
5:30pm	5:10pm	
6:00pm	5:40pm	
6:30pm	6:10pm	



## Solo/Duet/Trio/Quartet Performance Details

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

**POINTS FORM DEADLINE** – Saturday, August 31<sup>st</sup> @ 11:59pm

### COMMITMENT

1. Attend Dress Rehearsal on 12/10, 4:00pm-9:00pm (at the latest)
2. Perform in ALL THREE shows on 12/14 (11am, 1pm, & 5pm)
3. Each family must volunteer for 1.5 hours either helping to set up or tear down.
  - Those volunteering for 2 shows will be exempt from set up or tear down requirements. Adults skating in the show are exempt.

### COST

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

Group A	Group B
Minimum of 5pts from OFSC Activities, Events, & Volunteering	Minimum of 2pts 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, 2024	Based on completed skill level as of Aug 31st, 2024
50% of Solos	50% of Solos
Exact distribution among Group A will be based on the number of points forms submitted for each skating level. 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. 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 whatever 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.**

**[SUBMIT POINTS FORM HERE](https://forms.gle/Tm4zpcGgRDutLvMj8)** – <https://forms.gle/Tm4zpcGgRDutLvMj8>

# Volunteering for “A Storybook Christmas”

Our figure skating club is run entirely by volunteers – parents just like yourself who wish to support our skaters and ensure they continue to have opportunities like this one to showcase their skills outside of formal competitions. The Christmas Show is a huge undertaking both financially and in preparation. It is a requirement of participation in the Christmas Show to provide one volunteer (be it yourself or a parent/caregiver) to help with setup or teardown on show day, December 14th, 2024.

Outside of helping with setup or teardown, there are several additional opportunities to fill that help make the Christmas show possible; your help is appreciated immensely.

If you cannot volunteer your time there will be limited slots to bring hospitality items for dress rehearsal as well as show day. Each family is limited to one hospitality signup slot.

## VOLUNTEER EXPECTATIONS

1. Volunteer 1.5 hours (setup or teardown).
2. Most volunteer spots on show day are also needed on the night of dress rehearsal. If you sign up for a spot on show day you will be expected to fulfill that role on 12/10/24 as well.
  - We will have three shows worth of volunteers on dress rehearsal night so if you cannot be at dress rehearsal for some reason please let us know and we will do our best to make sure you know the requirements of your spot ahead of the show.

## VOLUNTEER PERKS

1. 2 Free General Admission tickets to either the 11am show or the 1pm show
2. 1 Free Short-Sleeve or Long-Sleeve Christmas Show shirt
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. 4-5 hour commitment, will vary based on role) on show day
  - o Those who sign up for a SkateSafe role and are compliant before dress rehearsal day only need to volunteer for ONE show on show day and 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 please attend one of the parent meetings on October 15<sup>th</sup>. The focus of this meeting will be to spotlight some important aspects of the parent packet and discuss your questions.

**Parent Meeting:** October 15th @ 5pm or 6pm (choose 1)

- Signup Genius Link to volunteer will go out Friday, October 18th.

*\*\*Double Hours when you sign up for: SPOTLIGHTS or SKATESAFE\*\**

# 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.

## COSTUME CHANGES & LOCKER ROOMS

We are implementing the use of Ready Rooms this year to increase the safety and efficiency of the Christmas Show. In order to ensure that our younger skaters are still able to participate in the Christmas show we are using Ready Rooms for them and requiring bodysuits for all skaters with changes (ages 11 and younger only) so that they may be assisted with their costume changes. For further details see the table below.

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

Locker Rooms (are for ages 12+ to change)	Ready Rooms (are for all ages to wait/hangout)
<ol style="list-style-type: none"><li>1. For costume changes of age-appropriate skaters ONLY, where a skater may be in a state of undress at any time.</li><li>2. The door to this space must remain closed</li><li>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.</li><li>4. SkateSafe Certification does not grant an adult permission to enter a locker room</li><li>5. The use of cell phones and other recording devices is prohibited in this space.</li></ol>	<ol style="list-style-type: none"><li>1. For all ages and all genders, though event organizers can limit access as they see fit.</li><li>2. This space must have an open door and be regularly monitored</li><li>3. Adults may enter this space, including coaches and volunteers</li><li>4. Wearing a bodysuit allows for costume changes to take place because the skaters will not be undressed at anytime.</li><li>5. The use of cell phones is permitted in this space.</li></ol>

## VOLUNTEERING & SKATESAFE

Certain volunteer positions require the volunteer to be SkateSafe compliant (see positions below). This means that you must submit for a background check and complete a SafeSport training course to ensure you are qualified and capable of carrying out the duties and policies of said positions. The background check costs \$30, which the Ozark Figure Skating Club will reimburse you for if you volunteer for a position requiring it during the annual Christmas show. The SafeSport training course is free but does require 1.5-2.5 hours of your time (can stop and start at your leisure). See below for guidance on how to complete your SkateSafe requirements!

### Volunteer Positions Requiring SkateSafe Compliance

- Locker Rooms
- Bathrooms

## **How To Become SkateSafe Compliant (for members)**

1. Login on <https://www.usfsaonline.org/> using your USFS#, 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, Date of Birth, and Gender you will see "USFS #." This is YOUR id that you need to login at usfigureskating.org; your child's id is different.
2. Once you login, select the "US Figure Skating SkateSafe" icon
3. Choose to begin either 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 - you can stop and start at your leisure with your progress being automatically saved. If you back out 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, but the refresher course the following two years is considerably shorter.

**\*\*ALL SAFESPORT TRAINING AND BACKGROUND CHECKS MUST BE SUBMITTED  
NO LATER THAN NOVEMBER 27TH\*\***



# DRESS REHEARSAL DAY – DEC. 10TH

1. All skaters with one performance should show up in full costume to the dress rehearsal.
2. Upon arrival you will check in at the skate counter. The volunteers at the counter will direct you where to go.
3. 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 at any time.
4. 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) or bathrooms.
5. The photos taken on dress rehearsal day will be free. Action photos from show day will be at an additional cost.

TIME	WHO	NOTES
3:30p	All solo, duet, trio, and quartet skaters arrive at the rink	Come dressed if possible. Rink bathrooms will be closed to changing.
4:00p-4:30p	PHOTOS: solo, duet, trio, quartet skaters	Once ready please wait in the rink lobby near vending machines. A volunteer will direct you where to go and when. *if you are in a group performance you will be permitted to change starting at 4:30pm
4:30p	Group skaters arrive at the rink	Come dressed in your group costume. Rink bathrooms will be closed to changing until dress rehearsal begins.
5:00p-5:45pm	PHOTOS: group skaters	Wait with your group in the same spot as you do for practice. Once everyone has arrived your group will be called for pictures.
5:45p-6:00p	ZAM	
6:00p-6:30p	Warm-Up / Last Minute Practice	
~6:30p	1 <sup>st</sup> Run-through	
~7:30p	2 <sup>nd</sup> Run-through	
~8:30p	Individual Run-through as needed	

# SHOW DAY – DEC. 14TH

6:30am-9:30am	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.
10:00-10:45	Last Minute checks for audio & lighting.	
11:00-12:15	SHOWTIME (no "Skate w/ the Cast" to follow)	
12:15-12:45pm	Parents come down to the waiting area (near the elevator) to say hey to kids once the show is over. No skaters may leave the rink.	
1:00-2:15	SHOWTIME + "Skate w/ the Cast!" Attendees and cast can skate	
3:00-4:00	*Afternoon Break*  Hospitality room available to cast members, volunteers, & coaches to eat and hang out.	
4:00	All Cast Members should be checked back in at their respective Ready Rooms	
5:00-6:15	SHOWTIME (no "Skate w/ the Cast!" to follow)	
7:00-9:00pm	Set Teardown *we cannot have too much help so if the volunteer slots fill up please feel free to just show up to help!	

# CHRISTMAS SHOW 2024: A Storybook Christmas

## Important Dates

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

MONTH	DAY	INFORMATION
AUGUST	1 <sup>st</sup>	Group Forms & Solo/Duet/Trio/Quartet Points Forms Open!
	1 <sup>st</sup>	Christmas Show Merchandise Pre-Orders Open
	20 <sup>th</sup>	Informational Parent Meeting 6:00pm-6:30pm, Location TBD
	21 <sup>st</sup>	Informational Parent Meeting 6:00pm-6:30pm, Location TBD
	22 <sup>nd</sup>	Informational Parent Meeting 6:00pm-6:30pm, Location TBD
	31 <sup>st</sup>	<b>Solo/Duet/Trio/Quartet Points Form Deadline @ 11:59pm</b>
SEPTEMBER	1st	Christmas Show Work Day – Volunteers Needed
	2 <sup>nd</sup>	Solo/Duet/Trio/Quartet Drop Period Ends – Placements are FINAL
	3rd	Full Day Committee Meeting to Verify & Assign S/D/T/Q
	8th	Cast Real Party & Glow Skate Event @ Roller City, 4:30pm-6:30pm
	9th	Group Invoices Sent Out
	14 <sup>th</sup>	<b>Group Forms Due @ 11:59pm</b> Group Drop Period Ends – Placements are FINAL
	15 <sup>th</sup>	Christmas Show Work Day – Volunteers Needed
	15 <sup>th</sup>	<b>Group Invoices Due</b>
	20 <sup>th</sup>	Group Placements Announced & Practice Schedule Released
OCTOBER	15 <sup>th</sup>	1st Group Practice
OCTOBER	15 <sup>th</sup>	Parent Meeting 5:00pm-5:30pm & 6:00pm-6:30pm · First Dibs on Volunteer Sign-Up for Dress Rehearsal & Show Day

	18 <sup>th</sup>	Volunteer Signup Genius Link Sent Out
	22 <sup>nd</sup>	2 <sup>nd</sup> Group Practice
	29 <sup>th</sup>	<b>Merchandise Pre-order Deadline</b>
<b>NOVEMBER</b>	1st	Tickets Go On Sale for Club Members and their Friends/Family
	5th	3 <sup>rd</sup> Group Practice (election day)
	12 <sup>th</sup>	4 <sup>th</sup> Group Practice
	15 <sup>th</sup>	Tickets Go On Sale to the Public
	19 <sup>th</sup>	5 <sup>th</sup> Group Practice
	19 <sup>th</sup>	Hand out Merchandise
	27 <sup>th</sup>	<b>SkateSafe Submission Deadline</b>
<b>DECEMBER</b>	3 <sup>rd</sup>	6 <sup>th</sup> and FINAL Group Practice
	3 <sup>rd</sup>	Mandatory Parent Meeting & Costume Pickup
	10 <sup>th</sup>	<b>DRESS REHEARSAL &amp; GROUP PHOTOS</b> <ul style="list-style-type: none"> <li>· 4:00-4:30pm – Solo/Duet/Trio/Quartet Photos</li> <li>· 4:30pm-5:15pm – Group Performance Photos</li> <li>· 5:15 – Zam</li> <li>· 6:00pm – Rehearsal Begins</li> <li>· 9:00pm – Rehearsal Ends</li> </ul>
	9th	SHOW DAY 11am, 1pm, 5pm