



**Hosted by Team Excel  
and The Skating Club of  
Boston  
November 20-21, 2021**

*This event is a standard U.S. Figure Skating Synchronized Skating Nonqualifying Competition*



The Boston Synchronized Skating Classic will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the current Rulebook as well as any pertinent updates which have been posted on the U.S. Figure Skating web site.

This competition is open to all synchronized teams comprised of members who are eligible, restricted, reinstated or readmitted persons, as defined by the Eligibility Rules, and currently registered members of a U.S. Figure Skating member club, a collegiate club or an individual member in accordance with the current U.S. Figure Skating Rulebook. Refer to the current rulebook regarding eligibility of non-U.S. citizens.

This event is proud to participate in the National Synchronized Skating Series. Participation in this series is open to all Snowplow Sam Synchro, Synchro Skills 1, 2 or 3 teams and preliminary, pre-juvenile, open juvenile, open collegiate, open adult and open masters teams. Visit [usfigureskating.org](http://usfigureskating.org) for more information on this series. Results of this event for participating teams will be reported to U.S. Figure Skating for calculation of the series results.

**ISP CHALLENGE SERIES:** This competition is included in the International Selection Pool (ISP) Challenge Series for all junior and senior teams. This series is for teams already included in the ISP and those hoping to be included in the ISP for the 2021-22 season. For more information about this series, contact Kyleigh Gaff at [kgaff@usfigureskating.org](mailto:kgaff@usfigureskating.org).

**ELIGIBILITY/TEST AND AGE REQUIREMENTS:** Skaters must meet the age requirements by the July 1 preceding this competition. Moves in the field test requirements are as of the entry deadline.

**NOTE:** Test requirements were modified for the 2020-21 season for preliminary teams and above. View the [technical notification](#) and [clarification](#).

**ENTRIES:**

- The entry deadline is September 21, 2021.

Synchro Skills 1-3 and Snowplow Sam Synchro events will be run in accordance to the Learn to Skate USA Compete USA Manual (a maximum of 6 teams per group).

For Synchro Skills levels, if a team fits into one level age-wise, but would like more of a challenge, they are be able to "skate-up" one level (for example, team has majority of skaters under 9 years old but would like to skate in the Synchro Skills 2).

**EVENTS OFFERED AND ENTRY FEES:**

To see the current synchronized skating handbook/technical information and current ISU communications: [CLICK HERE](#) or on the event offered below.

Event Offered	Judging System	Team Fee	Skater Fee
<a href="#">Snowplow Sam Synchro</a>	6.0	\$60	\$12
<a href="#">Aspire Beginner</a>	6.0	\$60	\$12
<a href="#">Aspire Pre-Preliminary</a>	6.0	\$60	\$12
<a href="#">Aspire Preliminary</a>	6.0	\$60	\$12

Event Offered	Judging System	Team Fee	Skater Fee
<a href="#">Preliminary</a>	IJS*	\$275	\$28
<a href="#">Pre-Juvenile</a>	IJS	\$275	\$28
<a href="#">Open Juvenile</a>	IJS	\$275	\$28
<a href="#">Juvenile</a>	IJS	\$275	\$28
<a href="#">Intermediate</a>	IJS	\$275	\$28
<a href="#">Novice</a>	IJS	\$275	\$28
<a href="#">Junior Combined</a>	IJS	\$375	\$28
<a href="#">Senior Combined</a>	IJS	\$375	\$28
<a href="#">Open Collegiate</a>	6.0	\$275	\$28
<a href="#">Collegiate</a>	IJS	\$275	\$28
<a href="#">Open Adult</a>	6.0	\$275	\$28
<a href="#">Adult</a>	IJS	\$275	\$28
<a href="#">Open Masters</a>	6.0	\$275	\$28
<a href="#">Masters</a>	IJS	\$275	\$28

All teams are required to register online via the U.S. Figure Skating Event Management System (EMS). Anyone listed as a team manager or coach for a team in their Members Only Team Profile will be able to access the registration system. Registration for the competition is not considered final until online payment has been received. Online payment via credit card is the only form of accepted payment for registration in EMS.

Non-US Teams: contact [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org) for additional instructions on how to register for this competition.

1. Go to <https://m.usfigureskating.org>.
2. Use your personal member number and password to login.
3. Click the **BLUE** "EMS Event Management System" button.
4. Choose "Competition Registration – Teams" from the menu.
5. Select the team you would like to register for competition.
6. Click the REGISTER NOW button for Boston Synchronized Skating Classic.
 

**NOTE:** Only the competitions for which your team(s) are eligible will appear.
7. Walk through the on-screen registration process which will include:
  - a. Team Verification: confirm the team's information is accurate.
  - b. Registration Overview: review general information about the competition.
  - c. Event Selection: Confirm the event you are registering the team for is accurate.
  - d. Competition Roster Selection: Click the "**Add Skaters**" link. The screen will display all skaters listed in your Main Roster. Check the box next to a skater's name to add them to the competition roster.
  - e. Coach Information: Click the "**Add Coaches**" link. The screen will display all coaches listed in your Team Profile. Check the box next to a coach's name to add them. Only the coaches who will be attending this competition should be listed. This information can also be updated from your EMS Team Portal. You will only be able to add coaches who are listed in your Team Profile.
  - f. Team Service Personnel Information: Click the "**Add Team Service Personnel**" to add attending team service personnel. The screen will display team managers and team service

personnel listed in your Team Profile. Check the box next to a name to add them. Only the team service personnel who will be attending this competition should be listed. This information can also be updated from your EMS Team Portal. You will only be able to add team service personnel who are listed in your Team Profile.

8. Payment via credit card will be required to complete your registration as it is the only accepted form of payment for registration in EMS. Registrations are not considered complete until an invoice confirmation via email has been received. A 3% processing fee will be assessed at check-out.

**NOTE:** Payment must be submitted individually for each team's registration. If you are planning on registering multiple teams in a short period of time, it is recommended that you contact your credit card company to prevent anti-fraud systems from being activated.

**REFUND POLICY:**

Entry fees will not be refunded after September 21, 2021, unless the competition is canceled. The online processing fees are non-refundable.

**FACILITIES:** The competition will be held at:

The Skating Club of Boston

750 University Avenue, Norwood, MA 20262

617.782.5900

<https://scboston.org/the-facility/>

The Tenley E. Albright Performance Center will be used for competition and the Performance Center and the West Rink will be used for practice ice. The Performance Center is Olympic-sized (200' x 100') with 2,500 upholstered seats, while the West Rink is an NHL surface (200' x 85'). The West Rink has seating for 1,500 spectators, and the Performance Center and West Rink have no hockey lines or glass. This state-of-the-art training facility includes the 1240 Café and Performance Center concessions, Home Ice skate shop, and ticket office.

The facility controlling temperature is 64 degrees. That is an average from four different sensors in the facility, two on ice level (colder) and two over the fixed seating to read closer to the mezzanine level (warmer).

Vendors will be located in the Performance Center, on the mezzanine level.

The Skating Club of Boston facility is handicap-accessible, with parking, elevators, and handicap seating available.

Please note that outside food and beverages may not be brought into the building.

**LOCKER ROOMS AND CHANGING AREAS:** Locker rooms will be assigned upon arrival. This event will follow the Locker Rooms and Changing Area policy included in the [SafeSport Handbook](#).

Skate bags will not be allowed in the stands. Teams will be provided skate bag storage space when they arrive for practice and/or competition.

Team warm-up space will be assigned upon arrival. The lobby, concourse, and parking lots are not available for warm-up.

## **MUSIC AND PPC:**

All teams are required to upload their competition music and, if competing in an IJS event, submit their planned program content to their Team Portal in EMS by the music and PPC deadlines as indicated below. All music and PPC submissions must be made via the Team Portal in the Event Management System (EMS) under the Music and Program Content Tab. After the deadline, music and PPC can no longer be uploaded online. Questions regarding upload? Email [productsupport@USFigureSkating.org](mailto:productsupport@USFigureSkating.org).

**MUSIC DEADLINE:** 11/13/2021 at midnight ET

**PPC DEADLINE:** 11/13/2021 at midnight ET

All music must meet the following criteria.

### **MUSIC CRITERIA:**

- File Format: MP3
- Bit Rate: 192 kbps or higher and Sample Rate: 44,100 kHz or . This will be verified by the music chair and they may request you upload a corrected file.
- Leaders and trailers (the silence or "dead space" before and after the actual start and end of the program music) may not exceed two (2) seconds. We prefer that there be NO leaders or trailers at all. Excessive leaders and trailers may disrupt the playing of the music during competition.
- Competitors must also bring a copy of their competition music on CD as a backup in case of technical difficulties and must be available rink side during the competition. Only CDs (standard CD-R format only) will be accepted for backups and must be clearly marked with the competitor's name, event, and running time.
- In an effort to minimize the risk of transmission of COVID-19 by limiting person-to-person contact, any CDs required as a backup will not be returned.
- Penalty for Incorrect Music or Failure to Upload Music: The LOC will assess each team an additional charge of \$10.00 per event segment if the team:
  1. Submits files that do not follow the specifications above or:
  2. Uploads the incorrect music for a given event segment (e.g. uploads short music instead of the free skate). The team will not receive their credentials at registration until they pay the penalty fee and upload the correct music conforming to the requirements above.

\* PLEASE HAVE SEPARATE CDs FOR PRACTICE AND COMPETITION BACKUP\*

The competition and official practice will use the music uploaded to EMS, with CDs as backup if there is a problem with the EMS upload. For unofficial practices, coaches will play their own music using an aux cord off a personal phone or tablet.

**LIABILITY:** Per Rule 1600: U.S. Figure Skating and the clubs or organizers of competitions undertake no responsibility for damages or injuries suffered by the skaters or officials. As a condition of and in consideration of the acceptance of their entries or participation therein, all entrants, their parents and guardians and officials will be deemed to agree to assume all risks of injury to their person and property resulting from, caused by or connected with, the conduct and management of the competition, and to

waive and release any and all claims which they may have against any officials, U.S. Figure Skating, the club hosting the competition and its officers; their entries shall be accepted only on such condition.

**ON SITE CHECK IN:** Check in will begin on Saturday, November 20, one hour before the first practice ice of the day and will remain open through the end of the last competition/practice ice on Saturday evening; registration will re-open Sunday, November 21, one hour before the first practice ice

The check-in table will be located at the Skating Club of Boston office, just to the left of the main entrance doors.

One team representative should check in on behalf of the team, as soon as the team arrives at the competition. Team personnel (coaches, team managers and team service personnel) must check in separately to receive their credential (see requirements below).

#### **COMPLIANCE AND CREDENTIALING:**


Each team will receive a maximum of four coach credentials and two team service personnel credentials as well as one credential for each skater on the competition roster. In order to receive a credential at the competition team personnel (coaches and team service personnel) and any mandatory athletes must meet all compliance requirements for the current season.

All team personnel and skaters must be listed in the EMS Team Portal for the competition.

The local organizing committee will have a list of team personnel who are cleared for a credential at the competition. Team personnel will need to check in at the event registration desk and show a government issued photo ID to receive a credential. Team personnel who are **NOT** on the list will need to show proof of compliance, as required by your role with the team, and a photo ID at check-in.

If a team personnel cannot provide a photo ID and is not on the list or cannot produce the necessary documents, he or she will not be allowed a credential – *no exceptions*. We strongly urge all team personnel to have their compliance cards with them. Non-credentialed coaches will not be permitted in the designated coaching area at rink side during events including practice sessions. Non-credentialed team personnel will not be permitted in any team designated areas.

The local organizing committee will also have a list of mandatory athletes who are cleared for a credential at the competition. Mandatory athletes will not be required to check-in independently from the team, but the athletes' credentials should be pulled, and the team flagged for review at check-in. Any mandatory athlete that cannot provide proof of SafeSport completion will not be allowed a credential or participation in the competition – *no exceptions*. We strongly urge all team managers and mandatory athletes to maintain a copy of proof of compliance with them at the time of check-in.

\* Items below that are noted with a red star are accessible via U.S. Figure Skating Members Only Website: [www.usfsaonline.org](http://www.usfsaonline.org)  Person Icon   or Account  Member Profile  Compliance

#### Coach/Choreographer (domestic/non-foreign):

- ✓ Must be a current full member of U.S. Figure Skating either through a member club or as an individual member.

- ✓ If 18 years or older, must submit information for, proper payment of \$30 and successfully pass a background check. \*
  - The background check will be valid for two seasons, the one in which it was completed plus one additional.
- ✓ If 18 years or older, must complete annual SafeSport Training. \*
  - The training will be valid for 365 days from date of completion and there is no cost for the training/certification.
- ✓ Must complete the Professional Coach/Choreographer Coaching Education Requirement (CER) through the [Professional Skaters Association \(PSA\)](#).
- ✓ Must submit proof of general liability insurance with limits of \$1 million per occurrence/ \$5 million aggregate.
- ✓ Must agree to the U.S. Figure Skating Code of Ethics. \*
- ✓ Must complete three waivers: 1) Assumption of Risk, Waiver and Release and Indemnification Agreement, 2) Medical Consent and 3) Name and Likeness Release and Consent Agreement. \*
- ✓ If attending a qualifying competition or traveling as a part of Team USA and/or International Selection Pool (ISP), must be a full member of the [Professional Skaters Association \(PSA\)](#).

Foreign Coach/Choreographer:

- ✓ Required to present the LOC with a letter from their federation verifying they are a member in good standing.

Team Service Personnel (if 18 years of age or older):

- ✓ Submit information, pay for and successfully pass an annual background check through U.S. Figure Skating in Members Only. No other form of background check will be accepted. \*
- ✓ Complete SafeSport certification. \*

Mandatory Athletes:

Athletes age 18+ as of the competition start date who will be competing on a team with at least one minor athlete must complete SafeSport training. \*

Minor athletes who turn 18 mid-season are encouraged to seek parental consent to take the online SafeSport training early to avoid any disruptions in their ability to participate as the training is required upon turning 18. The athlete will not be SafeSport compliant until they have completed the training and their Members Only portal reflects completion. Please email [safesport@usfigureskating.org](mailto:safesport@usfigureskating.org) for instructions or questions regarding parental consent.

**PRACTICE ICE:** Practice ice will be available Saturday morning and evening, Sunday morning and possibly Friday evening. All practice ice sessions will be held at The Skating Club of Boston, either in the Performance Center or in the West Rink. The fee for practice is \$95 per 8-minute session, \$105 per 10-minute session, and \$115 per 12-minute session. Teams competing under the IJS system are required to purchase competition practice ice and will be grouped together. IJS practice ice segments will be 8 minutes long for Juvenile, Adult, and Masters. Practice ice for Junior short program, Senior short program, Novice free skate, and Intermediate free skate will have 10-minute segments. Senior free skate, Junior free skate, and Collegiate free skate will have 12-minute segments. All 6.0 teams requesting practice ice may purchase 8-minute segments only. Teams must follow these time segments when purchasing practice sessions.

If not all practice ice is in use for official practice, teams may purchase additional segments for unofficial practice. Teams should sign up for all desired practice ice and will be informed if not all sessions are available.

How to Purchase Practice Ice:

1. Purchase Practice ice via EMS for the total number of segments requested.
  - a. The practice ice tab will become available during the pre-purchase window. The total number of segments your team purchases cannot be guaranteed. Any segments that cannot be scheduled by the LOC will be refunded to the team.
2. Complete the Mandatory Team Information form.

**AWARDS:** Medals will be awarded to all skaters and alternates for first, second, third, and fourth place teams. If the number of entries necessitates preliminary rounds, medals will be awarded to the first through fourth-place teams in the final round. The Junior and Senior short program and free skates are considered combined events. Awards will be given out off-ice at intervals during the competition. All teams should check the registration bulletin board and team packets for the timing and location of award presentations.

**OFFICIAL NOTICES:** An official bulletin board will be maintained at registration. It is the responsibility of the team personnel to check the bulletin board frequently for any schedule changes and/or additional information.

The official schedule of events will be posted no later than 14 calendar days prior to the start of the competition.

**CONTACT INFORMATION:**

Competition website: [www.bostonsynchroclassic.org](http://www.bostonsynchroclassic.org)  
 For questions, please contact the following individuals:

Competition Chair:	Deanne Benson	<a href="mailto:Chair@bostonsynchroclassic.org">Chair@bostonsynchroclassic.org</a>	781.721.2127
Chief Referee:	Laura Days	<a href="mailto:lekdays@gmail.com">lekdays@gmail.com</a>	617.529.2120
Practice Ice Chair:		<a href="mailto:info@bostonsynchroclassic.org">info@bostonsynchroclassic.org</a>	

**SPECTATOR ADMISSION**

Tickets will be available at the door at a cost of \$18.50 per adult per day or \$28.50 for an all-event ticket (both Saturday and Sunday). Tickets for children under the age of twelve, seniors (65+) and members of the military will be \$8.50 per day or \$13.50 for an all-event ticket. There will be no charge for children age two and younger.

**ADDITIONAL INFORMATION:**

COVID-19 Risk Mitigation: COVID-19 risk mitigation protocols will be announced closer to the competition date. Please monitor the competition website for the latest information.

Suggested Hotels

<i>Hotel Name &amp; Address</i>	<i>Approx. miles from rink</i>	<i>Approx. drive time (will vary based on time of day)</i>
<a href="#">Courtyard by Marriott Boston Norwood/Canton</a> 300 River Ridge Drive, Norwood MA	4.8	13 minutes



<i>Hotel Name &amp; Address</i>	<i>Approx. miles from rink</i>	<i>Approx. drive time (will vary based on time of day)</i>
<a href="#">Fairfield Inn and Suites Boston Walpole</a> 630 Providence Highway, Walpole MA	7	11 minutes
<a href="#">Fairfield Inn by Marriott Boston Dedham</a> 235 Elm Street, Dedham MA	3	11 minutes
<a href="#">Hampton By Hilton Boston / Norwood</a> 434 Providence Highway, Norwood MA	3.7	9 minutes
<a href="#">Hilton Boston Dedham</a> 25 Allied Drive, Dedham MA	3	8 minutes
<a href="#">Holiday Inn Express &amp; Suites Norwood</a> 225 Norwood Park South, Norwood MA	4.5	9 minutes
<a href="#">Homewood Suites by Hilton Boston/Canton</a> 50 Royal Street, Canton MA	4.8	11 minutes

Airport information: The Skating Club of Boston is approximately 45-60 minutes from major airports in Boston (MA), Providence (RI), and Manchester (NH).

Ground transportation: Parking is available at The Skating Club of Boston. Information about bus and spectator parking will be posted on the competition website prior to the competition.

Tentative schedule: A tentative schedule will be posted on the website ([www.bostonsynchroclassic.org](http://www.bostonsynchroclassic.org)) as soon as it is available.