



Guest Coaches and Other Visiting Professionals: Lincoln Center Skate Club (LCSC) is committed to ensuring that all skaters, coaches, and others working on or off-ice are protected and safe in the skating environment. Coaches are held to extremely high ethical standards.

Visits from outside coaches and other professionals must be made at the request of and coordinated through an LCSC Instructor and/or the LCSC board members. All guest coaching requests are taken on a case-by-case basis. The welfare of LCSC as a whole should be considered in determining whether such visits are necessary, beneficial, and appropriate for the development of the club's skaters and whether such visits will have a positive or adverse effect on LCSC.

The presence of guest coaches and other visiting professionals during LCSC contract ice is a privilege, not a right. The LCSC board members have full discretion and authority to approve or decline a request for a guest coach, or visiting professional if deemed in the best interest of LCSC.

Frequently visiting guest coaches and other professionals may be asked to apply for an independent contractor position with LCSC and meet the same requirements as the Instructors on staff to continue accepting money for services in any form or connection with LCSC. The LCSC board of directors may approve an ongoing arrangement.

Guest coaches and other visiting professionals in any discipline who accept money for services rendered must comply with the following mandatory requirements and receive approval from the LCSC board of directors.

1. Complete and submit a Guest/Professional Application Form including references with payment 5 days before the planned lesson.
- 2. All coaches who are not LCSC staff coaches will be required to turn in a lesson list at the beginning or end of the week and pay 10% of their lesson fees collected. Make payable to LCSC and deposit in the LCSC payment box in the rental skate room.**
3. All coaches must provide a Certificate of Insurance listing LCSC as the additional insured.
4. Submit to the LCSC board the completed U.S. Figure Skating or ISI membership, coach certification, and background check 5 days before the planned lesson.
5. Become familiar with and agree to comply with LCSC policies, including LCSC Ice Rules and Etiquette and LCSC On-Ice Instructor Etiquette.