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**2024 Boston Open - Spring**

**March 15 – 17, 2024**

**Hosted by The Skating Club of Boston**

**750 University Avenue, Norwood, MA**

[www.scboston.org/boston-open](http://www.scboston.org/boston-open)

**I. COMPETITION OVERVIEW**

Boston Open - Spring will be conducted in accordance with the rules and regulations of U.S. Figure Skating, as set forth in the [current rulebook](#), and/or current Compete USA handbook as well as any pertinent updates that have been posted on the U.S. Figure Skating [website](#).

This competition is open to all eligible, restricted, reinstated or readmitted persons as defined by the Eligibility Rules.

Skaters must be a currently registered member of a U.S. Figure Skating member club, (if offering compete USA events) Learn to Skate USA® member, a collegiate club or who is an individual member in accordance with the current rulebook. For non-U.S. citizens, please refer to the [rulebook](#) for more information.

**SERIES INFORMATION:**

The 2024 Boston Open - Spring is part of the 2024 Excel Series. Skaters must register for the Excel Series with U.S. Figure Skating prior to the start of their first approved Excel Series competition. More information about the Excel Series can be found here: [Excel Series](#)

**II. ELIGIBILITY**

**Singles: Excel and Well-Balanced Events:**

- Skaters must meet at least the minimum singles test requirements for the event's level. A skater's singles test level may be higher than the minimum requirement.
  - o Skate Up: skaters may skate up one level higher than their minimum test requirement allows.
- Skaters may not register for an event level lower than allowed by their competitive floor. An athlete's competitive floor is set by one of the following scenarios:
  - o If an athlete has a paid EMS series application for the NQS series, the event level registered for in the most recent NQS will become the lowest level they may compete at in any U.S. Figure Skating sanctioned event.
  - o If an athlete has a paid EMS series application for the Excel Series, the event level registered for in the most recent Excel series will become the lowest level they may compete in any Excel event. For Well-Balanced and Specialty events the skater will be permitted to register at one level lower than the "floor" set by their excel series entry.

- If an athlete has never had a paid EMS series application in the NQS or Excel series, the athlete may select their level based on their goals and technical skills as long as the minimum test requirements are met.
- Skaters are not permitted to enter an Excel free skate and a Well-Balanced free skate event at the same competition (example: Juvenile Girls Free Skate and Juvenile Girls Excel Free Skate). However, they are permitted to enter an Excel and a Well-Balanced event of different types such as a short program (if stand-alone event option), specialty or showcase events (example: Intermediate Women Short Program and Intermediate Women Excel Free Skate).
- For more details about establishing event levels, refer to information sheet [HERE](#) or email [events@usfigureskating.org](mailto:events@usfigureskating.org).

**All other singles and partner events (such as Showcase):**

- Skaters must meet the minimum test requirements for the events level, but not exceed the maximum permissible test requirement.

**EVENTS OFFERED:**

[Program requirements for the events listed below can be found here: usfigureskating.org – Skate – Compete – Program Requirements.](#) This event will follow program requirements for the 2023-2024 season.

| SINGLES  | JUDGING | 1 <sup>st</sup> Event Price | 2 <sup>nd</sup> Event Price |
|--|---------|-----------------------------|-----------------------------|
| Excel Free Skate (all Plus Levels and Juvenile-Senior) | IJS     | 175.00                      | 175.00                      |
| Excel Free Skate (Pre-Preliminary, Preliminary)        | 6.0     | 140.00                      | 140.00                      |
| Well Balanced Free Skate (Preliminary – Pre-Juvenile)  | IJS     | 175.00                      | 175.00                      |
| Well Balanced Free Skate (Pre-Preliminary)             | 6.0     | 140.00                      | 140.00                      |
| SHOWCASE   | JUDGING | 1 <sup>st</sup> Event Price | 2 <sup>nd</sup> Event Price |
| Emotional Performance (No Test – Senior, Adult)        | CJS     | 140.00                      | 125.00                      |
| Choreographic Artistry (No Test - Senior, Adult)       | CJS     | 140.00                      | 125.00                      |
| Lyrical Pop (No Test - Senior, Adult)                  | CJS     | 140.00                      | 125.00                      |
| Character Performance (No Test - Senior, Adult)        | CJS     | 140.00                      | 125.00                      |
| Comedic Impressions (No Test - Senior, Adult)          | CJS     | 140.00                      | 125.00                      |
| Duets/Trios (No Test – Senior, Adult)                  | CJS     | 280.00                      | 280.00                      |
| Theme Event  | CJS     | 140.00                      | 125.00                      |
| Inflatables  | CJS     | 140.00                      | 125.00                      |
| Mini Production Ensemble                               | CJS     | \$140 plus \$20 per skater* |                             |
| Production Ensemble                                    | CJS     | \$140 plus \$25 per skater* |                             |
| Adaptive Individual Showcase                           | CJS     | 100.00                      | 100.00                      |
| Adaptive Unified Partner Showcase                      | CJS     | 100.00                      | 100.00                      |
| COMPETE USA EVENTS                                     | JUDGING | 1 <sup>st</sup> Event Price | 2 <sup>nd</sup> Event Price |
| Excel Free Skate – Aspire 1-4                          | 6.0     | 140.00                      | 140.00                      |

*\*per skater fee is paid on formsite when you submit your roster*

**OUR COMMUNITY:**

U.S. Figure Skating is dedicated to fostering a culture of belonging and community that is welcoming for all individuals. We are committed to championing diversity, equity and inclusion and understand its value in combating discrimination and challenging inequalities necessary to develop champions both on and off the ice. We are actively working toward developing equitable practices and policies that foster safety and empower all individuals to authentically pursue their unique path in all areas of our sport. We stand firmly on the belief that our members are the most important asset to our organization and that our differences are meaningful and strengthen our sport. We believe that skating is for everyone.

**NON-DISCRIMINATION:**

U.S. Figure Skating commits in policy, principle and practice to sustain a non-discriminatory approach on and off the ice for all members. We strive to provide equal opportunity for all despite their varied backgrounds, experiences and identities, and want all members to feel valued and respected at every level of organization. U.S. Figure Skating's SkateSafe® Program receives, investigates and addresses allegations of discrimination or harassment throughout its membership and the organization. Please refer to the [SkateSafe® Program Handbook](#) for further definition of harassment, discrimination and abuse.

By attending this event, all participants are willingly committing to upholding U.S. Figure Skating's Code of Ethics (*GR 1.01*) and Code of Conduct (*GR 1.02*), as detailed within the [U.S. Figure Skating Rulebook](#).

To report a concern of discrimination or harassment to U.S. Figure Skating, please visit [www.USFigureSkating.org/SkateSafe](http://www.USFigureSkating.org/SkateSafe) or email [SkateSafe@USFigureSkating.org](mailto:SkateSafe@USFigureSkating.org).

**COMPLIANCE:**

For full details about participant compliance requirements, refer to the U.S. Figure Skating SkateSafe® webpage: <https://www.usfigureskating.org/skatesafe#compliance>.

**COACHES**

To be an eligible coach at a nonqualifying competition, coaches must meet the applicable compliance requirements and verified by U.S. Figure Skating. Coach compliance falls into two categories, Coach Compliance (includes choreographers) and Learn to Skate USA® Instructor Compliance. Details regarding compliance requirements can be found [HERE](#). All compliance requirements must be met at the time of check-in to access the competition, no exceptions.

Coaches of foreign athletes: If you are a coach of a foreign athlete only, you are not subject to U.S. Figure Skating coach compliance and will only be asked to provide a letter of good standing for the federation your athlete represents.

All coaches must check-in at Registration and receive their credential. Coach credentials are limited to two per skater.

**Production Teams: TEAM SERVICE PERSONNEL**

Teams are permitted a maximum of two team service personnel. Team service personnel must have a current U.S. Figure Skating membership, a green lighted background check and completed SafeSport™

Training. All compliance requirements must be met at the time of check-in to access the competition, no exceptions. Team service personnel is defined as those indicated as a team manager and/or team service personnel planning to attend the competition with the team. All team personnel and skaters who will need to receive a credential must be listed on the Forms site form (<https://fs10.formsite.com/D8iaDf/BostonOpenSpringTeam/login>).

### **MANDATORY ATHLETES**

Athletes age 18+ as of the competition start date who will be competing on a team (i.e., synchro, ice dance, pairs, shadow dance, theatre, etc.) 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 compliant until they have completed the training and their Members Only portal reflects completion. Please email [skatesafe@usfigureskating.org](mailto:skatesafe@usfigureskating.org) for instructions or questions regarding parental consent.

### **III. REGISTRATION INFORMATION**

#### **ONLINE REGISTRATION VIA EMS:**

Online registrations will be accepted via [EMS](#). Payment must be made at the time of registration by credit card only. Each transaction includes a 3% transaction fee.

Registration Deadline: February 11, 2024 at 11:59PM ET

Late Registration Deadline: February 13, 2024 at 11:59PM ET + \$75 Late Fee

\*The host club reserves the right to close registration at any time if event capacity is met

1. Go to [www.usfsaonline.org](http://www.usfsaonline.org)
2. Enter your U.S. Figure Skating or if Compete USA events are offered, your Learn to Skate USA® member number and password
  - a. If you need assistance with your member number and password, contact Member Services at [memberservices@usfigureskating.org](mailto:memberservices@usfigureskating.org).
3. Click EMS then “Competition Registration”
4. Choose “**Boston Open – Spring**” from the list of nonqualifying competitions.
  - a. If you need assistance completing your registration, contact [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org).

#### **DUET/TRIO, MINI PRODUCTION ENSEMBLE, PRODUCTION ENSEMBLE:**

Only one skater will complete the online registration and pay the fee for the team on EMS. The team must then complete the form here to include all skaters’ information, team manager info, etc. <https://fs10.formsite.com/D8iaDf/BostonOpenSpringTeam/login>

#### **FOREIGN SKATERS:**

Non-U.S. skaters intending to register for this competition must set up a non-member account prior to registering for the competition ([click here for HOW TO](#)). This can be done by choosing the “Non-Member? Create Account” option on the [Members Only](#) login page.

**TEST CREDIT:**

Skaters that meet the requirements for test credit may request their test credit packet by submitting a request form, along with a \$25.00 administrative fee. Skaters should register for test credit via EMS. Request forms must be submitted to registration prior to the skater competing. Test credit packets will be emailed, as soon as possible, following the competition.

**MUSIC SUBMISSION/UPLOAD:**

EMS MUSIC UPLOAD: Competitors participating in events with music are required to upload their music to EMS no later than March 8, 2024 at 11:59 PM Eastern. After this date, skaters will be locked out of this feature and subject to a **\$30 late fee**. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

**DEADLINE: March 8, 2024 at 11:59 PM Eastern**

**Late Fee: \$30.00**

EMS SKATER MUSIC UPLOAD HOW TO: [CLICK HERE](#)

*If you need assistance, email [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org)*

Competitors must also have available a backup copy of their competition music on a cell phone and it must be immediately available rinkside whenever the skater competes. If the phone does not have the standard round headset connector, an appropriate adapter, such as an Apple Lightning connector or Samsung USB-C adapter is required to be attached. The phone should be presented to the music person with the file ready to play, phone in airplane mode and volume turned to maximum.

**EMS PLANNED PROGRAM CONTENT (PPC)** – Competitors participating in IJS events are required to submit PPC in EMS no later than **March 8, 2024 at 11:59 PM Eastern**. After this date, skaters will be locked out of this feature in EMS and subject to a **\$30 late fee**. The late fee will automatically be added to each skater's cart who doesn't meet this requirement by the deadline. Late fees will not be removed under any circumstances and must be paid prior to receiving the skater credential onsite.

**DEADLINE: March 8, 2024 at 11:59PM Eastern. Late fee: \$30.00**

EMS PPC UPLOAD HOW TO: [CLICK HERE](#)

*If you need assistance, email [productsupport@usfigureskating.org](mailto:productsupport@usfigureskating.org)*

**REFUND POLICY**

Entry fees will not be refunded after entry deadline unless no competition exists or the event is canceled. There will be no refunds for medical withdrawals.

**LIABILITY:**

U.S. Figure Skating, Learn to Skate USA® and The Skating Club of Boston accept no responsibility for injury or damage sustained by any participant in this competition. This is in accordance with Rule 1600 of the official U.S. Figure Skating Rulebook.

## **IV. COMPETITION DETAILS**

### **FACILITIES:**

The competition will be held at 750 University Avenue, Norwood, MA 02062. Please visit [scboston.org/](http://scboston.org/) for more information. The West Rink will be used for competition and practice ice. The West Rink is NHL size (200' x 85'). The facility has plenty of seating, the 1240 Café and Home Ice skate shop. The West Rink does not have any hockey lines or glass and the boards are approximately 24 inches high.

### **LOCKER ROOMS AND CHANGING AREAS:**

Locker rooms and changing areas at U.S. Figure Skating competitive events are for athletes only, will be labeled with regard to specific use and where identified will be gender specific. An exception can be made for athletes under 11 years old that will allow for one parent of the same sex to assist their child immediately prior to and after their skating event(s). Please review the Locker Room and Changing Area Policy in the [SkateSafe® Handbook](#).

### **U.S. Figure Skating Travel Policy:**

All travel must strictly adhere to Two-Deep Leadership requirements. An Adult Participant cannot transport a Minor Athlete one-on-one and Two-Deep Leadership requirements must be adhered to at all times during In-Program travel, by transporting at least two minors or a second Adult Participant. An Adult Participant cannot share a hotel room or other sleeping arrangement with a Minor Athlete(s). Full details of the SkateSafe® Travel Policy and any exceptions can be found starting on page 12 of the [SkateSafe® Handbook](#).

### **OFFICIAL WEBSITE & UPDATES:**

If necessary, official notices will be posted on the [event website](#) during the competition and/or sent out via email to registered participants. It is the responsibility of each competitor, parent and coach to check the bulletin board frequently for any schedule changes and/or additional information. Skaters are requested to arrive 45 minutes prior to the scheduled time of their event. A tentative schedule of events will be posted prior to the competition.

Results will be posted online and a link will be available on the website and at the competition.

### **SCHEDULE**

Competitors may be scheduled on any day or time during the announced dates of the competition. The competition and practice ice schedule will be available after the close of entries. All participants will be notified via email once available.

### **PRACTICE ICE:**

Practice ice will begin on Friday and be offered at various times on all days of the competition. There are no refunds for practice ice after it has been purchased. No props are allowed on unofficial practice ice.

#### **Types of Practice Ice Available**

- Unofficial Practice Ice (UPI)
  - o Sessions are 20 minutes
  - o No program music will be played during UPI

**Pre-Purchase:** Practice ice credits may be purchased after participants complete their event registration, via the EMS Competition Portal. Skaters who purchase credits during the pre-purchase period will be able to select sessions during the selection period, after the schedule has been completed and posted.

- [Click Here for a Pre-Purchase How-To Document](#)
- Open: with registration
- Close: February 11, 2024 at 11:59PM Eastern
- Maximum credits per registered event:
  - UPI – 2 sessions
- Cost per credit: \$25.00

**Pre-Purchase Selection:** After the close of entries and shortly after the competition schedule is published, skaters will receive an email with notice of the practice ice schedule and the date/time when pre purchased credits can be scheduled via EMS.

- [Click Here for a Selection How-To Document](#)
- Open: February 27, 2024 at 12:00 PM Eastern
- Close: February 29, 2024 at 11:59 PM Eastern

**Open Sales:** Practice Ice sessions will be available after the schedule has been published. Skaters will be able to purchase open sessions available to them.

- [Click Here for an Open Sales How-To Document](#)
- Open: March 1, 2024 at 12:00 PM Eastern
- Close: End of competition
- Maximum sessions per registered event:
  - UPI – TBD
- Cost per session: \$30.00

#### **SHOWCASE:**

A curtain will be used for Showcase events. No spotlights will be used for any events.

#### **ONSITE CHECK-IN:**

Registration will be open at least one hour before the first event of the competition, and run through the last event of the final day of competition. The registration table will be located in the lobby of The Skating Club of Boston. Additional details regarding the check-in process will be available on the [event website](#).

If you are participating in a role requiring compliance, please be sure to [download or print your compliance card](#) to verify your compliance status on-site, if requested. If you believe your compliance card does not accurately reflect your compliance status, please contact [skatesafe@usfigureskating.org](mailto:skatesafe@usfigureskating.org) at least 2 business days prior to the competition for assistance.

#### **AWARDS:**

Awards will be given off ice for 1st, 2nd, 3rd and 4th place finishes for all events. An awards schedule will be posted.

#### **VOLUNTEER INFO:**

If you are interested in volunteering, please reach out to [events@scboston.org](mailto:events@scboston.org).

**PHOTO/VIDEO:**

Information regarding photo and video will be available on the competition webpage: [scboston.org/boston-open](https://scboston.org/boston-open). Flash photography is not permitted at any time

**Note, per U.S. Figure Skating policy, photographing and/or recording of anyone other than your own skater is strictly prohibited.**

**ADDITIONAL INFORMATION:**

Please refer to the competition website: (<https://scboston.org/boston-open/>) for additional information on hotels and the local area.

**CONTACT INFORMATION:**

If you have questions, please contact Leslie Graham or Kelly Flaherty at The Skating Club of Boston by emailing [events@scboston.org](mailto:events@scboston.org). Please allow 24 hours for a response.

- Chief Referee: Lori Osborne ([midwestskater@gmail.com](mailto:midwestskater@gmail.com))
- Chief Accountant: Christopher Brunner
- Technical Accountant: Alan Heinold
- LOC Chairs: Leslie Graham and Kelly Flaherty ([events@scboston.org](mailto:events@scboston.org))