



2009-10

Prequalification, School Responsibilities and Registration

The San Jose Downtown Association invites schools and organizations to register for KidSkate.

KidSkate is a program that provides groups of youth, who might not otherwise have the opportunity, the chance to ice skate at Downtown Ice. This is made possible through generous donations and sponsors. The two hour private KidSkate events are open to schools and youth organizations and the group size is 200 youth, per event.

How it Works: Companies and individuals are invited to contribute to the program. After \$2,500 is received, a pre-qualified school or organization will be contacted and invited to schedule an event date. The skate parties will be awarded on a first come, first serve basis dependant on the total amount of funding that is received. Youth groups are invited to petition their own sponsors to have a better chance at getting on the ice.

Location: Downtown Ice is located at the Circle of Palms in Downtown San Jose, which is across the street from Christmas in the Park, on Market Street between The San Jose Fairmont and The San Jose Museum of Art

Days/Times: Skate parties are scheduled before the ice rink is open to the public- Monday through Friday before 5pm and on the weekends before noon. KidSkate events will not be scheduled December 18, 2009 through January 3, 2010.

How to Pre-Qualify: Provide a brief description and/or mission statement about your school and/or organization on letterhead. Read the Procedures and Responsibilities below and agree by signing the form. Fax the completed document to Kristen Joy Collins at 408-279-1904. For inquiries/questions email: kcollins@sjdowntown.com

Procedure and Responsibilities:

1. In order to enter the ice rink, all skaters must submit a signed waiver. Skaters under 18 years of age are required to have a parent or guardian sign the waiver.
2. Transportation and parking are the sole responsibility of the school or organization.
3. A 1:10 ratio of 1 parent and/or supervisor per every 10 children is required.
4. Food and beverages are not allowed on the skate change deck area or on the rink.

5. Parents and/or supervisors are invited to skate. However, they must wear skates at all times.
6. SJDA cautions that skate sizes for each skater may not be available at any given time during the session. There may be times when participants need to wait for a specific size to become available. Skate sizes range from toddler 8 up to men's size 13, and come in both hockey skate and figure skate styles.
7. Strollers and/or wagons are only allowed in a designated location on the far end of the skate change deck.
8. Do not leave personal belongings unattended. Please note: Secure storage locations are not available on site.
9. Restrooms are located in the plaza, outside of but near the ice rink. Skates must be removed and students chaperoned to the facility.
10. The school or organization provides a single point of contact for the KidSkate session to serve as a liaison and that will be on-site for the duration of the skate session.

At the Rink:

1. The day of the event, we ask that students form a line with a waiver in each students/parents/supervisors hand.
2. After the student hands in the waiver at the first window, they will receive a carabineer, with 2 laminated numbers attached.
3. To receive ice skates, skaters proceed around the trailer to the next window and give the rink staff one shoe and one of the carbineer numbers, before receiving the skates. It is very important to hold onto the carabineer with the other number, since this matches up to their shoe when returning skates.
4. In order to retrieve the shoe from skate staff, skaters return to the window, return the carabineer with the number, along with the ice skates.

I have read and agree to all of the Procedures and Responsibilities above.

Name of School/Organization: _____

Address _____

Contact Person: _____ Phone Number: _____

Email: _____

Signature of Authorized Representative

Date