



THINGS TO NOTE:

- Always practice - **“SAFETY FIRST”**
- Board pads need to be in place before anyone starts skating. Therefore, board pad installation must happen quickly to use our allotted ice time effectively.
- If you have any questions, ask someone, as we have all been beginners and have had the same questions.
- To help save time for everyone and to help with an easy flow, take time to view this presentation for proper board pad & equipment installation and storage.
- Taking the board pads out and placing them away is an important step in helping with safety and efficiency. We have worked hard to find a storage method that works for the equipment and for the safety of all.
- There are two storage rooms located on both ends of the rink. Storage room A is the room closest to the lobby entrance to the rink and storage room B is the room closest to the Zamboni room.
- When you remove the pads from the carts, you will notice the carts are marked with either an A or B. Please keep carts on the side according to their letters.
- If you do not feel comfortable going on the ice, that is okay! You can still assist, by moving the carts and pads along, both onto & off the ice.

Placement Of Speed Skating Board Pads With **The Fredericton Speed Skating Club**

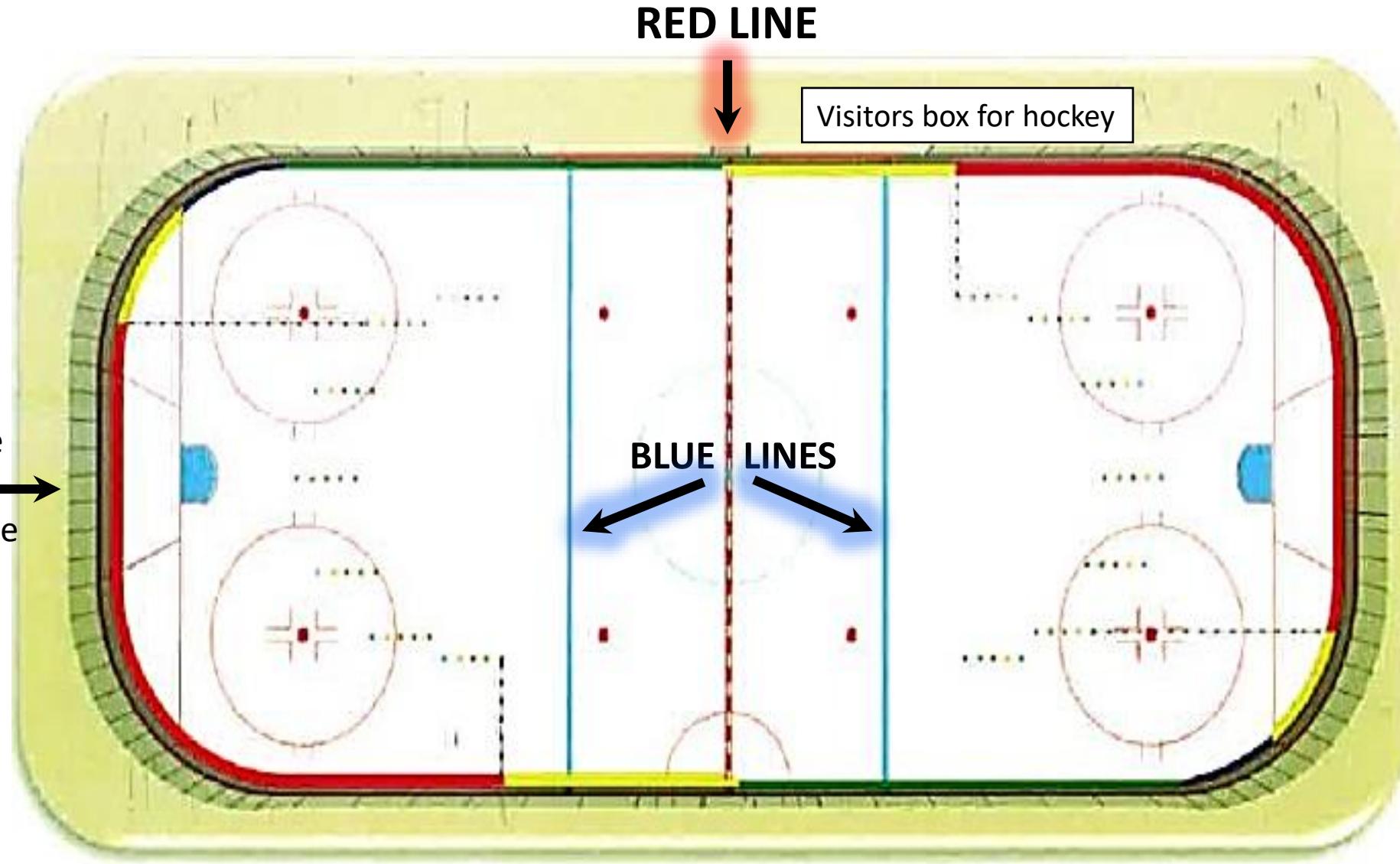


Emergency Exit
Doors to Lobby

Emergency Exit

Storage
Room
A

Storage
Room
B



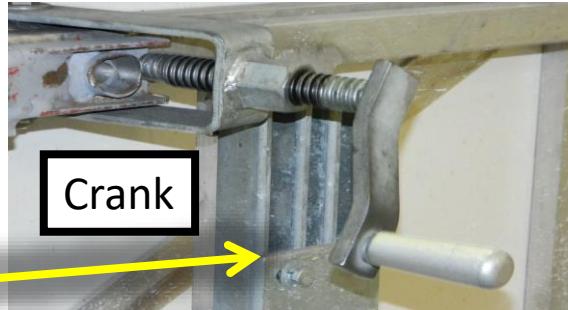
Seating Area

Seating Area

Seating Area

Exit to Hall

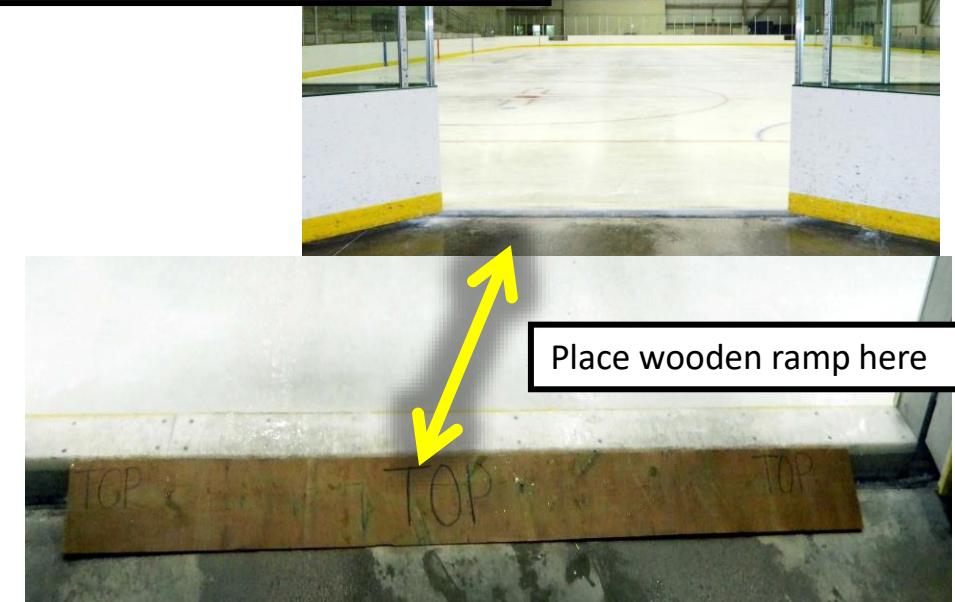
Zamboni Room



Side B

Open the door to the ice surface. There is a crank – turn right until the mechanism releases. Roll the doors open all the way.

This is a piece of wood, which works as a ramp, to move the carts in and out from the ice surface. It is stored in Storage Room B.



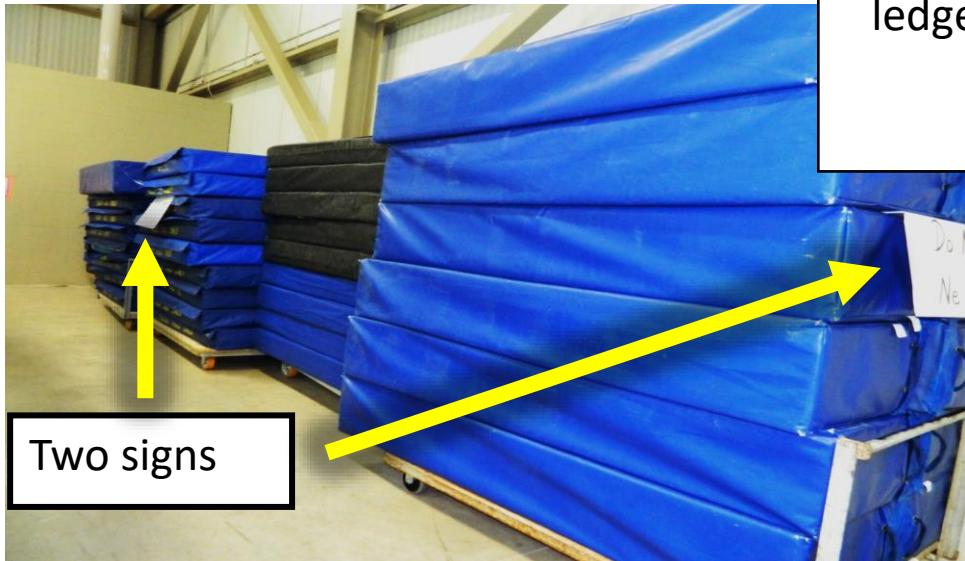
Place wooden ramp here
After opening the doors to the ice surface, in front of the Zamboni room, place the wooden ramp on the cement floor, in front of the ice surface entry way.



SIDE B - BOARD PADS: Four carts are stored tightly, against the outside wall of the Zamboni room & two carts are stored in Storage Room B.

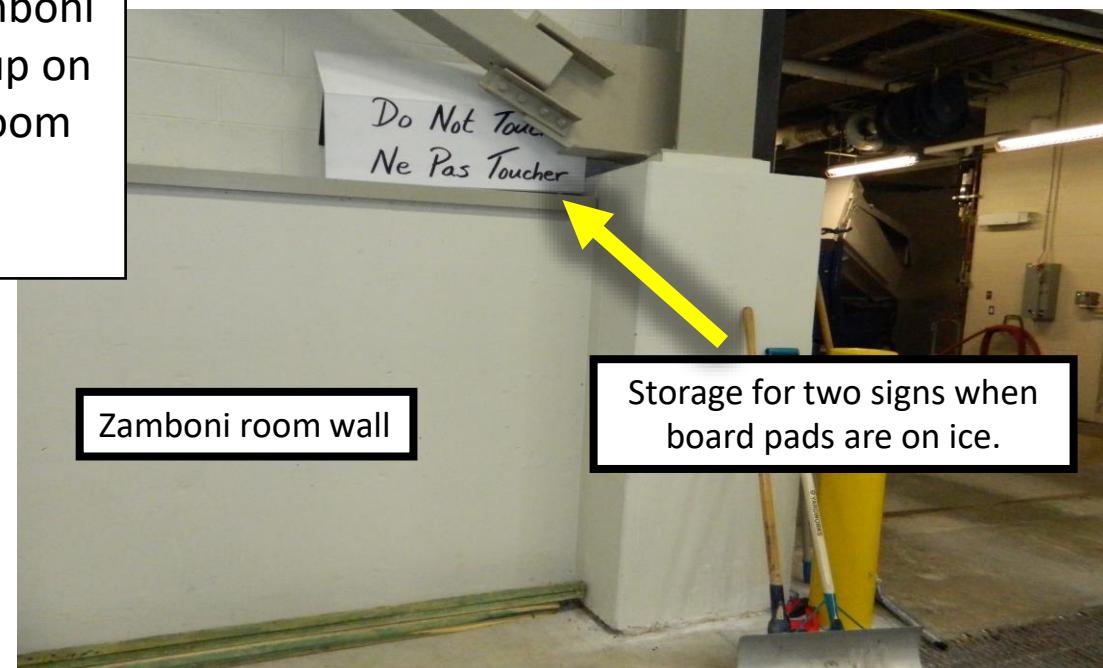
Storage Room B

Zamboni room wall



Two signs

Remove the two signs: Located on the pads outside the Zamboni room wall. Place the signs up on ledge along the Zamboni room wall.



Zamboni room wall

Storage for two signs when board pads are on ice.



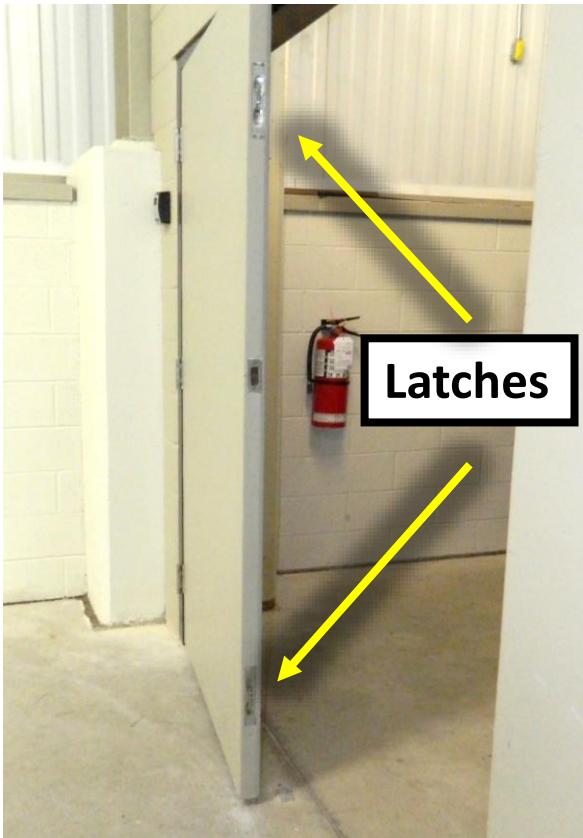
Storage rooms A & B:

Are locked when board pads and equipment are stored away. Two carts of pads are stored in Room B and three carts are stored in Room A. There should be 9 of the newer pads on each cart (new pads are a lighter blue).



Rooms A & B have a lock box: The key inside will open the storage room doors. The code is the same for both locks. After unlocking the doors, **IMMEDIATELY**, place the key back in the lock box.

The right-side door will open freely. The left-side door has two latches locking it in place. There is one on the top and one on the bottom of the left-side door panel. One and/or both latches will need to be unlocked in order to open the left panel door.



Latch Closed



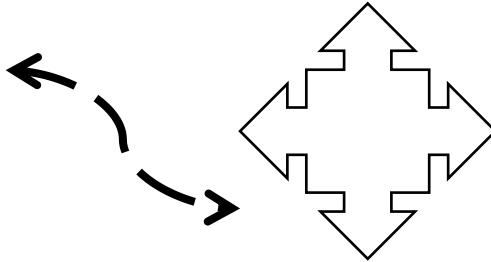
**Flip to unlock
door latch**





Starting: With the carts that are stored along the wall, wheel them slowly and carefully to the ice surface doors.

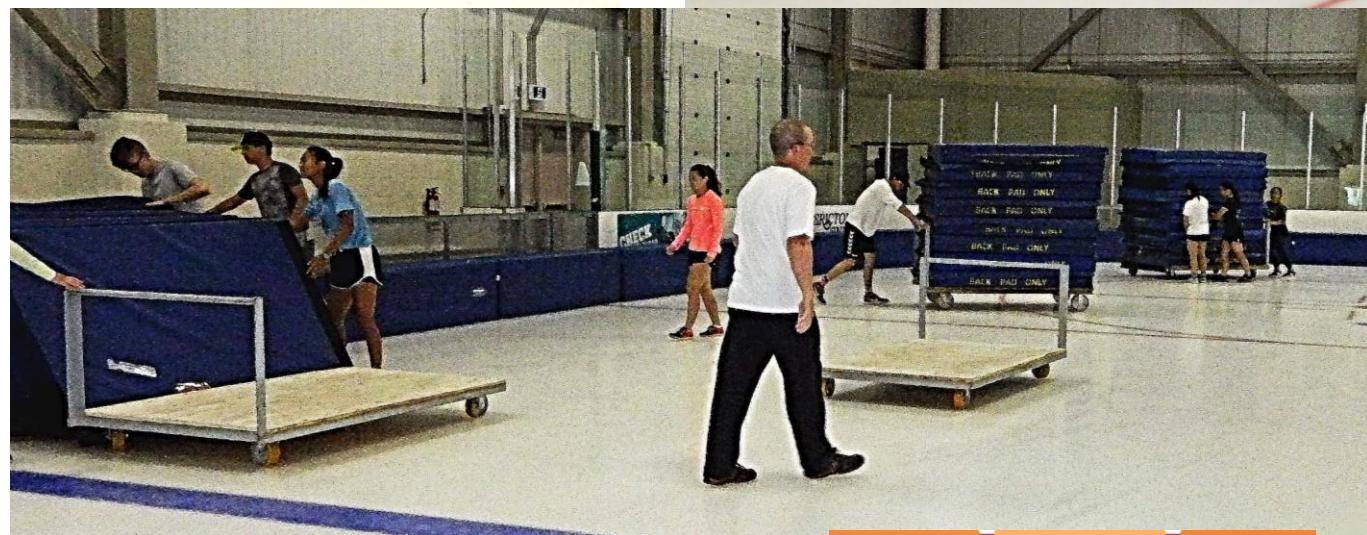
Please Note: The carts with yellow wheels will move in all directions.



Moving the carts on and off the ice will become easier the more you do it!!



Always: Watch and check on both sides of the pads, so as to not run into people and walls. Check the ice surface for people or other carts before pushing your cart unto the ice surface. It is okay to yell something like: "Cart Entering Ice!" The main thing is, the pads are piled high, so be careful and safe and watch for obstacles while maneuvering the carts.



WORK TOGETHER!

Do not move or lift a pad if it is too heavy for you. Some pads are heavier than others. The pads labeled "BACK PAD ONLY" can be very heavy. Therefore, do not strain yourself & bend your knees when lifting. Always practice safety first!

Make sure the mats in front do not line up directly with mats behind. Use a brick layer effect.

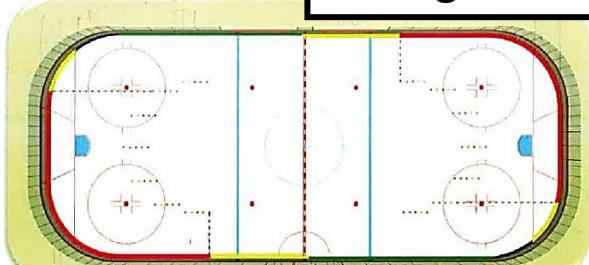


Placement Order of the Board Pads

To line-up the board pads, starts on the right hand side of the rink

for both A & B

"B" right side



"A" right side



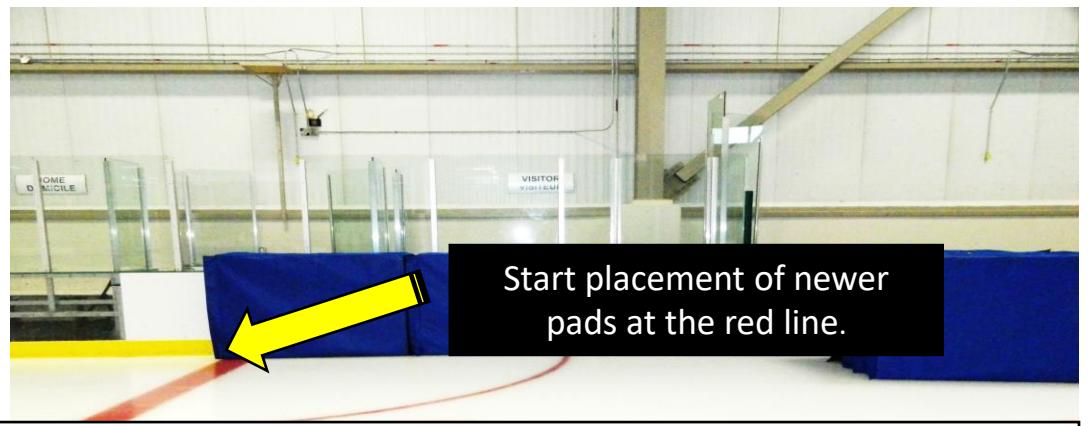
1. On the right hand side, starting at the blue line, place the $\frac{1}{2}$ size pads (AKA: AdMats). Continue placing them in a line along the perimeter of the rink, butting the ends together, as far as they will go.



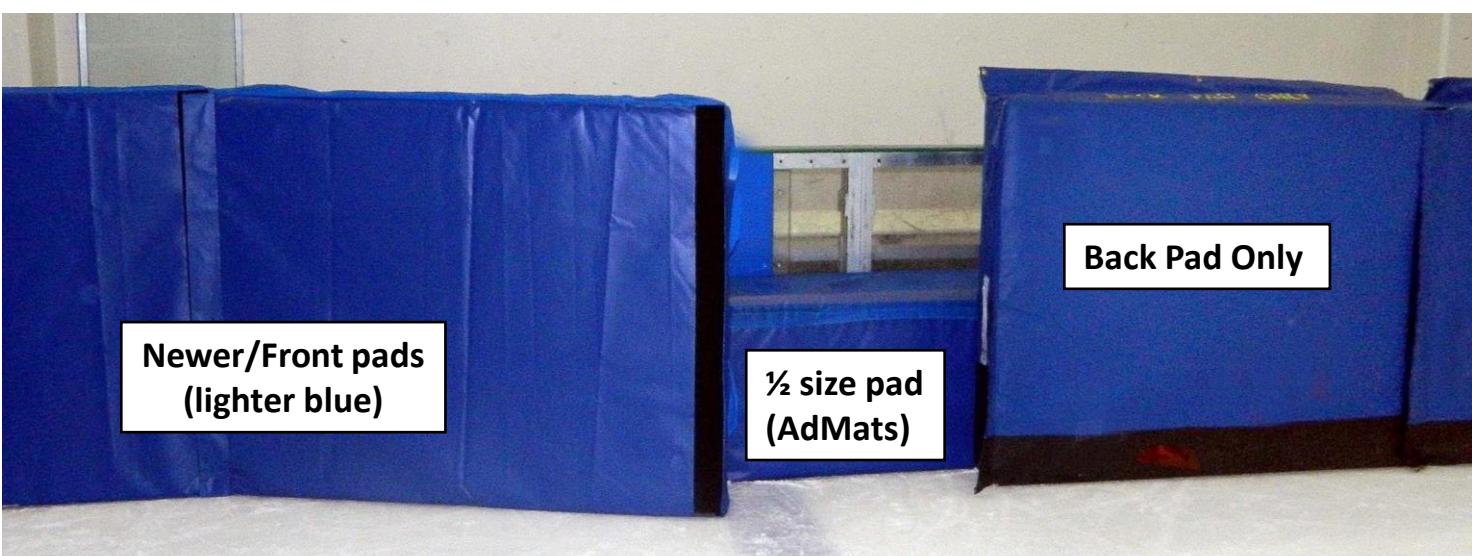
2. Start placing the "BACK PAD ONLY" pads in front of the $\frac{1}{2}$ size AdMats. Commencing in the middle of the first $\frac{1}{2}$ size AdMats. Continue placing the "back pads" in front of the $\frac{1}{2}$ size pads AdMats. There will be more "back pads" than $\frac{1}{2}$ size AdMats.

**What to do with them will be explained a little further along in the presentation.

Place board pads around the perimeter of rink boards



3. The newer pads (usually kept in the storage room and are a lighter blue), will be the last/outer layer of pads. Start the placement of these pads at the red line.

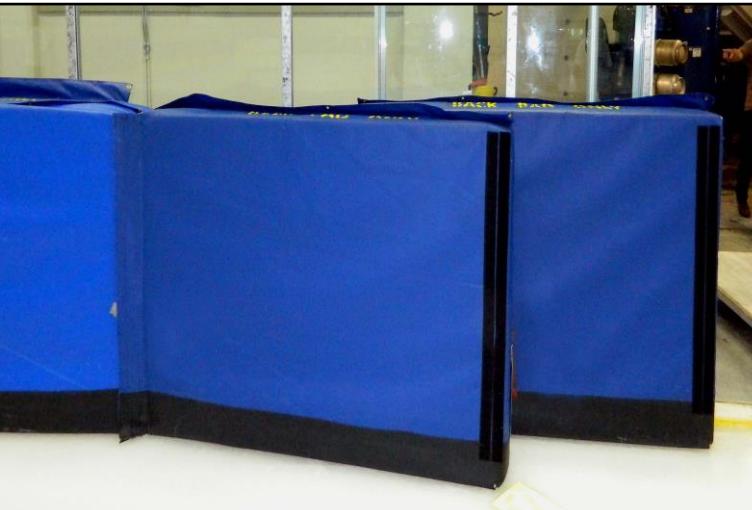


4. When the newer/front pads meet with the $\frac{1}{2}$ size AdMats and the back pads, continue to place them in front, making 3 layers of board pads.





5. When there are no more $\frac{1}{2}$ size AdMats— continue lining the back boards with the “Back Pad Only” pads. The last back pad will extend just past the entry doors to the ice surface.



7. The front layer of pads will go as far as the second layer of Back Pad Only. To the entry to the ice surface.

Place two new pads here to be moved later



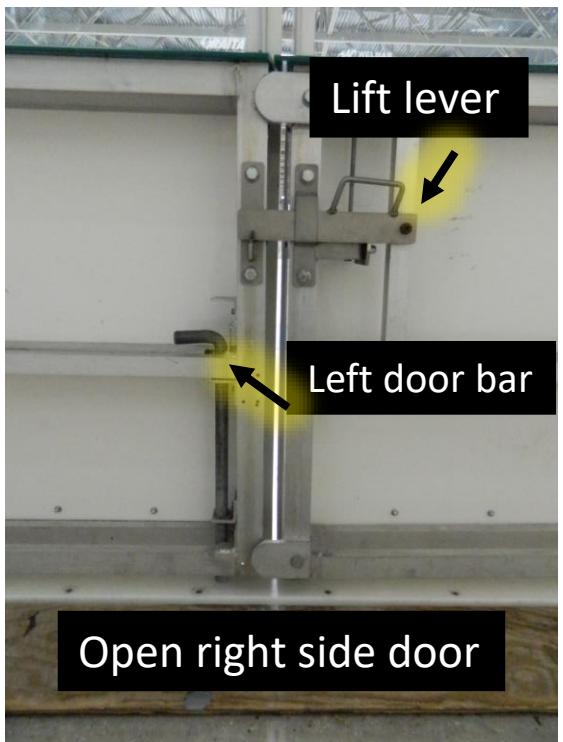
8. There will now be three layers of pads covering the right-side boards. The Zamboni will need to flood the ice. So, the door will not get closed yet. Therefore, take two of the new pads and place them in front of the outside row of pad. After the Zamboni is done watering the ice surface, the coach will place these pads in front of the closed doors.

6. Continue the second layer of “Back Pad Only” pads. Stop placement of them when the pads have reached almost half-way in the middle of the back board pad.



SIDE A

Start by opening the ice surface door.
Unlike Side B, the plank of wood stays
in front of the door permanently.



The left door has
a bar that needs
to be lifted up, out of its
hole. This allows the
door to move freely.



Open the left
door all the
way. Push
the bar back
down onto
cement floor
to help hold
the door open
while moving
the carts in
and out.

The placement of SIDE A board pads, is much the same as the placement of the board pads on SIDE B. There are 3 carts, of 9 newer pads, kept in the locked storage room A. The key is in a lock box outside Storage Room A.



Lock box: The key inside will open the storage room door.
The code is the same for both locks (Storage Rooms A & B).
After unlocking the doors, IMMEDIATELY, place the key back in the lock box.



Place signs up on the wall ledge.



Place the board pads in the same steps/order as placing them for side B – starting with the 1/2 size AdMats at the blue line, moving on with the “Back Pad Only”pads and than the newer (light blue) pads at the centre line. Creating three layers of board pads.



Spacing is required to allow carts off the ice. Measure the space with the pads and move them to the side until the door is closed.



The 1/2 size AdMats, will continue further along on side A. Therefore, when placing the mats, the exit to the ice surface cannot be blocked off until all carts are off the ice. Note: the layout of the pads on the left and right-sides in the photo on the right and left.



Once all carts have been moved off the ice. Close the doors securely and the people left on the ice will finish filling the empty space in front of the closed doors with the pads that were set aside.



Side A will also have three layers of pads when all pads are out.



The remaining pad will be put in place after the doors are closed securely.

IMPORTANT!!!

The last person leaving the ice should make sure the side door is closed before the Zamboni enters the ice surface.

For Side A: Place the empty carts, neatly and safely along the walls. DO NOT block emergency exits, fire extinguisher or corridors with empty or full carts.



When removing carts loaded with pad, Storage Room A holds three carts of the newer/better condition pads. The remaining four carts are stored neatly and tightly along the wall.



For Groups C Skaters

In Storage room B there is a First Aid Kit and a crate filled with track markers. Place these two items on the ledge of the boards, close to the blue line in the visitors box.
The coach will gather them when he gets on ice.



First Aid Kit



Track Markers



For Groups C Skaters

After the Zamboni has left the ice and the ice has been cleaned off by the rink employees, make sure that Side B's doors, to the ice surface, are closed securely.



For Groups A & B Skaters

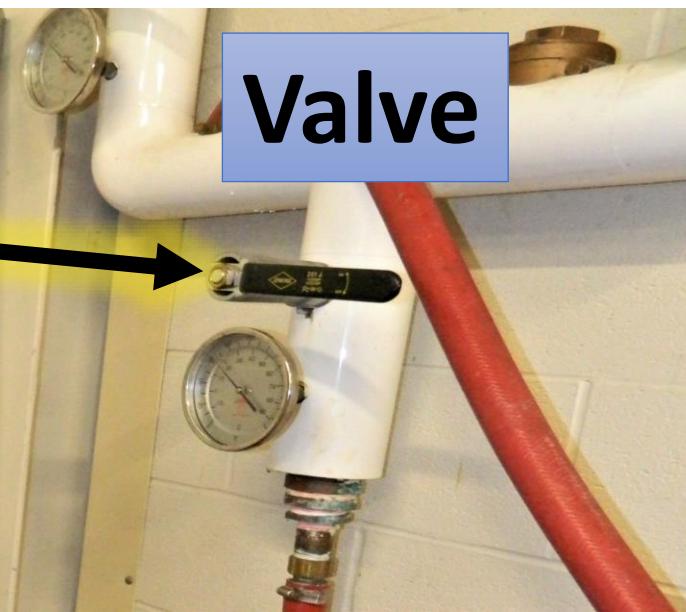
A water cart needs to be prepared and moved onto the ice surface after the Zamboni has left the ice. These are the items that are required to be put on a cart. The items are found in Storage Room B.

1. First Aid Kit
2. The crate of track markers
3. At least 6 buckets of water - filled $\frac{1}{2}$ way to $\frac{3}{4}$ of the way (preferably the orange).
4. 2 squeegee blades - hanging on the wall.

The buckets can be filled with water in the Zamboni room. Once the Zamboni driver has finished resurfacing the ice and the rink employees have cleaned off all the slush, wheel the cart onto the ice surface and close the ice surface doors securely. The coaches will finish placing the pads inside, when they enter the rink. The cart will be pushed to the centre of the rink by the skaters.



Track Markers



First Aid Kit



Water Buckets



Squeegees

Water Fill Station – Located In Zamboni Room