

# ILYC Junior Sailing Program Handbook

## Welcome to Team Ida!

The Program Directors, Waterfront Director, Junior Sailing Committee and Instructors welcome you to Ida Lewis Yacht Club. The goal of the ILYC Junior Sailing Program is to teach boat handling in all weather conditions, seamanship skills and racing techniques to both the novice and returning veteran who wish to hone advanced skills. The program emphasizes fairness, equal opportunity, good sportsmanship and teamwork in a fun and safe environment. **Please contact the Program Directors as soon as possible should you have a problem with any facet of the program.** We look forward to a fun, safe and memorable summer.

### Junior Sailing Committee

**Program Directors: Steve MacGillivray, Mary Wray**

Jeff Adam	Lousia Boatwright	Cat & Kevin Brown
Brenda Hawkins	Butch Hitchcock	Liz MacGillivray
Denise MacGillivray	Ellen Marshall	Laura & Kevin Michelini
Bev Muessel	Alice Sheerin	Peter Stark

### Instructors for Summer 2008

**Waterfront Director: Matt Cohen**

**Junior Program Director & Head Opti Race Coach: Frank Pizzo**

**Katherine Koelle    Katherine Hagemann    Jeff Knowles    Emily Babbitt**

## 2008 Class Schedule

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
<b>Opti Beginner</b> (9am-1pm)		<b>Opti Beginner</b> (9am-4pm)		<b>Opti Beginner</b> (9am-4pm)
<b>Opti Intermediate</b> (1pm-5:30pm)	<b>Opti Intermediate</b> (9am-4pm)		<b>Opti Intermediate</b> (9am-4pm)	
	<b>Opti Race</b> (9am-4pm)	<b>Opti Race</b> (9am-4pm)	<b>Opti Race</b> (9am-4pm)	
<b>Hunter 140</b> (9am-4pm)		<b>Hunter 140</b> (9am-4pm)		<b>Hunter 140</b> (9am-4pm)
	<b>420/Laser</b> (9am-4pm)		<b>420/Laser</b> (9am-4pm)	<b>420/Laser</b> (9am-4pm)
	<b>Commodore-Class T</b> (4:30pm-6:30pm)	<b>Commodore-Class W</b> (4:30-6:30pm)		
	<b>Big Boat</b> (6-8pm)			

Adjustments to the schedule may be made prior to the start of the program. Class days and times may change slightly to accommodate registration. We will notify students of any changes prior to the beginning of class.

## Daily Schedule

The schedule may vary from day to day, depending on weather conditions. It is extremely important, however, that your child arrive on time, equipped with everything they need for the day (please see list below). The instructors will decide when lunch/break time takes place. We will have coolers available to store lunches so please pack refreshments for your child in a **small cooler or insulated lunch bag**. Should your child have any food allergies or medical concerns, alert the individual instructor as well as the waterfront director so they can be aware and plan accordingly.

At the end of the day, *it is important that the children get picked up on time*. An instructor will wait with the children at the end of the dock for 10 minutes. After that, you will need to come to the Dock Office to pick up your child.

All of our instructors have completed a minimum of the Level I of the US Sailing Instructor's Training Program, which includes CPR and First Aid. Their sailing experience, ease of working as a team member and previous experience working with children are very important factors in considering them for this position. Anyone interested in an instructor's position for next summer should submit a sailing resume and a letter of interest to the program directors. **If you have a problem with the instructors, please contact the program directors as soon as possible.**

## Equipment

The following is recommended personal equipment:

- USCG approved PFD lifejacket with whistle- **required**
- Sunscreen (**please apply sunscreen to your child prior to class**, note apply under shirt and rash guards as children sometimes choose to take off shirts if they swim)
- Sunglasses with croakies
- Hat or visor
- Appropriate shoes: boat shoes, teva type sandals with strap around the heel (no loose flip flops), or sailing boots
- A complete change of clothes
- Bathing suit
- Sweatshirt or splash top jacket
- Rain or foul weather gear
- Lunch & Snack as well as plenty of fluids, packed in a small cooler or insulated lunch bag
- Watch with countdown ability for racing classes

## Rules and Regulations

*To accomplish the goals of boat handling, water safety, seamanship, fairness and fun effectively, the following rules have been established:*

- Life jackets will be worn at all times when the students are involved in any water activity (including boat rigging)
- T-shirts and shoes must be worn on the docks
- No wet clothes or foul weather gear allowed on the grassy area
- No bicycles, rollerblades or skateboards allowed on the dock
- Students are expected to de-rig boats and put away all equipment before leaving for the day.
- Use of the junior boats outside of program hours is for designated junior activities as described in the "Junior Use of Boats" policy. (See next page)
- Improper use of the sailing program equipment will not be tolerated.
- Swimming off the docks is not allowed.

## **Conduct**

- Children and parents are expected to adhere to the normal rules and regulations of ILYC.
- Disruptive behavior, profanity, disrespectful gestures or actions or any behavior which could endanger the safety or health of another student, i.e. pushing, tripping, boat ramming, etc. is not allowed and will not be tolerated.
- We cannot stress enough the importance of good sportsmanship at both ILYC and at regattas. Please encourage your child to exhibit good sportsmanship, respect their competitors and be a good representative of ILYC.

## **Disciplinary Procedures**

- In the case of disruptive or inappropriate behavior, including poor sportsmanship, instructors will remove the student from the situation and leave the student with the program director, if available, or keep the student with the instructor for the remainder of the class. An attempt will be made to contact the parents.
- The student will notify the parent of his/her behavior with a letter that they write to the parent. This letter needs to be signed by the parent and returned to the head instructor. This letter is meant to inform the parent of the student's inappropriate behavior and will constitute the student's first and only warning. The parent is welcome to discuss the contents of the letter with the instructors at any time.
- A second offense will result in a disciplinary hearing with parental involvement and possible expulsion.

## **Parents' Behavior**

“Encouragement makes it fun, pressure is a big turnoff.” – *Gary Jobson*

## **Swim Test**

All junior sailors (with the exception of Commodores-in-Training) in the program must pass a swim test each year, which is given the first day of classes, weather permitting. For the swim test junior sailors must wear shorts and a tee shirt. (They should bring a change of dry clothes and a towel.) The junior sailor must be able to swim 50 yards without a life jacket, tread water and put on a life jacket while in the water. Instructors will be in the water with the children during the swim test.

## **Parent Volunteers**

Parents are expected to volunteer for at least one Junior Sailing function. It is a lot of fun and the kids love it when their parents are involved. Please be generous with your time. Sign up on the Volunteer Form you received by mail or by calling one of the Junior Sailing Committee Members. The following are some of the events that need additional adult support.

## **Fundraiser**

A Fundraiser to benefit the Junior Sailing Program, including silent auction items, is held each summer at a Friday night Grill Night. **This year it will be on Friday, August 1st.** Traditionally, there have been wonderful items to bid on. The junior sailors in the Intermediate, Advanced and Opti Racing Class are asked to help and parents will be asked to make appetizers for our juniors to serve.

## **Regatta Help**

Each year junior sailors from ILYC participate in junior regattas sponsored by NBYA. These regattas are held at various yacht clubs around the bay. Each participating club is expected to help provide race committee, race committee boats, crash boats, “mom” boats and after sailing help. Volunteering for race committee duties is a good way to watch your child out on the race course and to get to know how these regattas are run.

### **Parent/Child Sail**

Parents and junior sailors meet at ILYC on Tuesday evenings to rig and take out Optis and Lasers. Parents follow in club safety boats. It's a great chance for your young sailors to show you what they've learned and for you to demonstrate your enthusiasm for their accomplishments.

### **Awards Banquet**

The Awards Banquet will be **held on Sunday, August 10, 2008**, for the presentation of end of the sailing season awards. You will receive an invitation in the mail with more details.

### **Junior Use of Club Boats Policy**

Private use of club boats, even with adult supervision, is NOT allowed due to insurance liability issues. Juniors who would like to actively campaign a particular boat during the sailing season outside of club sanctioned regattas, or would like to practice more than the pre-regatta practice sessions described below are encouraged to purchase their own boats.

### **Junior Use of Club Boats for Regattas**

Junior sailors participating in the ILYC Junior Sailing Program may use club boats for club-sanctioned regattas. In addition to regular club events, the following are club-sanctioned regattas. This list may be added to or modified by a decision of the Junior Sailing Committee.

- Opti Challenge
- RISSA
- NBYA sanctioned clinics, regattas and ladder events
- US Sailing Junior Women's Championships
- US Sailing National Championships
- Buzzard's Bay Regatta

Boats may be borrowed for use at regattas only if they are not needed for regularly schedule sailing classes. Both skipper and crew must be members of the junior sailing program. The use of a club boat is a privilege and it is expected that the boat will be taken only with prior approval of the Waterfront Director or Junior Sailing Program Directors. Responsibility for the boat is given equally to both skipper and crew. ***Any loss or damage to a club boat other than normal wear and tear shall be the responsibility of the junior sailor and his/her parents and will be billed directly to the parents' club account.*** All junior subscribers (nonmembers) are required to leave a check for \$500.00 or a credit card number as a damage deposit on the borrowed boat. The check will be returned when the boat is inspected at the end of the regatta and determined to be undamaged. Nothing will be charged to the credit card number without the knowledge of the parent.

### **Borrowing club boats for NBYA regattas**

- Parents are responsible for transporting boats to and from all regattas.
- **You must fill out a Junior Club Boat Use Agreement and Boat Damage Policy form.**
- There is a \$500 damage deposit required from non-members and members (to be billed to member's club account if damage occurs.)
- Your coach will decide which boat you should take.
- Parents and instructor must use the ILYC Boat Sign Out/Return Sheet. Together they inspect the condition of the boat for any damages. This is done before and after regattas.

**If something is wrong, you will need to help fix it before the boat leaves for the regatta**

### **Junior use of club boats for practice outside of sailing class time**

Junior sailors enrolled in the junior sailing program who would like additional practice outside of sailing class may arrange pre-regatta practice sessions prior to club sanctioned regattas. The Program Directors or Waterfront Director must be contacted at least one day in advance with the following information for permission to hold a pre-regatta practice session.

- Which boats and how many will be in the practice session
- Names of skippers and crews
- Sailing level of skippers and crews
- Day, date & time they plan to arrive at the club and how long the session will last
- What regatta they will be practicing for
- Who will be supervising them

### **Procedures for pre-regatta practice sessions**

- Sessions will be held outside the regular junior sailing program class times
- Sessions will be announced in advance, with a notice on the Jr. Sailing bulletin board
- Sessions will be open to anyone interested in attending
- Junior sailing instructors or adults approved by the Program Directors and/or Waterfront Director must supervise practice sessions.
- Sessions will be considered training out of class time and any damage incurred during these practice sessions will be covered under the sailing class insurance policy. Therefore, additional paperwork and damage deposits (required for use of boats at regattas) will not be needed for pre-regatta practice sessions.

### **Private Boats**

The use of private boats in class is permitted. There is a rack available for Optimists. Arrangements for dock space for Lasers and 420's should be made with the Club Manager, Mark Kellner.

## **Racing On Narragansett Bay and Beyond**

### **Narragansett Bay Yachting Association (NBYA) Regattas**

Junior Sailors are encouraged to attend NBYA Regattas. There are a number of one-day regattas for individual classes in July and August. Junior Race Week will be held at Colt State Park, Bristol, August 11-14, 2008. NBYA will mail the necessary paperwork to sailors who have competed before. New racers can go to [www.NBYA.org](http://www.NBYA.org) for information. It is strongly suggested that you register in advance. Information will be given out in sailing class prior to each regatta. Parents are responsible for getting their child's boat to and from the regatta. **Please do not drop your child off at the regatta and leave. Plan to stay with your child to be sure they are registered and that they have everything they need for the day.**

### **Borrowing club boats for NBYA Regattas**

- If you do not own your own boat you can borrow one from the club.
- **You will need to fill out a Junior Club Boat Use Agreement and Boat Damage Policy Form.**
- There is a \$500 damage deposit required from non-members and members (members will be billed if there is damage).
- Your coach will decide which boat you should take.
- Parents and instructors will need to go over and sign off on the boat's condition before and after the regatta. Use the **ILYC Boat Sign out/Return Sheet**.
- If something is wrong you will need to help fix it before the boat leaves for the regatta.
- Parents are responsible for transporting the boats to the regattas. For Junior Race Week, the 420's will be towed to and from the regatta. Juniors will be expected to go along to help.

## **Team Racing**

NBYA may hold Team Racing clinics and events. The instructors will determine the method of choosing who participates.

## **Entry Fee Reimbursement Guidelines**

- ILYC will reimburse Junior Sailors for entry fees for the following: all NBYA ladder events to US SAILING Junior Championships; US SAILING Junior Championships; and for National Level Sailing Events, i.e. Club 420 Nationals, Optimist Nationals, etc.
- The Junior Sailor must not be older than 18 years old in the calendar year.
- The Junior Sailor's family must be a member of ILYC or Junior Sailor must be a Junior Subscriber Member.
- ILYC will reimburse a Junior Sailor for only one entry fee per year for any US SAILING Junior Championship or National Championship above the NBYA ladder event.
- ILYC will fund entry fees only. Boat charters, travel, and miscellaneous expenses will be paid for by the Junior Sailor.
- The Junior Sailor must direct their request for a Championship Entry Fee reimbursement in writing to the Junior Sailing Committee. Please include the name of the regatta, the amount requested and how you did in the regatta. *Letters from parents will not be accepted.* These requests will be reviewed at the September Junior Sailing Committee meeting.
- If approved, a reimbursement check will be sent to the junior's parents after the September Junior Committee meeting.

## **NBYA Reimbursement Guidelines**

- NBYA has an endowment fund for NBYA champions who represent NBYA at the Area and national championships. Interested Junior Sailors can apply for these funds by submitting a letter of request to the NBYA Junior Committee Chairperson.
- NBYA has a Scholarship Fund, separate from the Endowment Fund, to help pay for sailing lessons. Any sailing program may submit a child's name for consideration. Letters of request should be submitted to the Junior Committee Chairperson.
- The amount of grant from the above two funds will be at the discretion of the NBYA Executive Committee