

CSBC Sailing School

Sailor & Parent Handbook

## Welcome!

Welcome sailors and parents. CSBC offers a great venue for learning to sail. The sheltered water in front of the club is perfect for complete beginners. Once more experienced, our students are able to venture further out into the bay accompanied by our coach boats. For those of you who are new to sailing, we have two types of boats for beginners, the 2000, and the Laser Pico. For our more advanced students we have RS Feva dinghies. Students will progress through the fleet as they develop their sailing skills and experience. Our sailing programs are based on the guidelines set by the national sport organization for sailing the Royal Yachting Association.

If you have never sailed before, you will start at either our Introductory or Begin & Improve offers the basics of sailing. After completing Level 2, students are confident and capable of sailing our dinghies by themselves. Students can then advance through levels 3 to 4 which will challenge them with progressively more advanced boat handling and theory in higher performance dinghies. Students progress through Levels 1 and 2 taking about 2 weeks for each level. Levels 3 and 4 require a high level of competence both in the boats and in sailing theory. This usually takes at least 4 to 5 weeks for each level, over several summer seasons.

This booklet has detailed information on our sailing program and policies at Cushendall Sailing & Boating Club. Please take time to review the information provided here. If you have any questions or concerns regarding any aspect of the sailing program at CSBC, please contact the school Principal or any of the committee members. They will be happy to help you.

You can also find more information on the RYA programs on the RYA website [www.rya.org](http://www.rya.org). We would encourage you to check these out. CSBC Contact email: [sailingschool@csbc.co.uk](mailto:sailingschool@csbc.co.uk)



What to Expect — A Day of Sailing...

It is a bright sunny day in July - the air already feels warm. You can tell it will be a nice day as you arrive at CSBC. It's around 9:45 am.

At 10 o'clock the instructors call everyone to the Sailing School. The general game plan for the day's activities is covered. The instructors give a briefing of what to expect for the day's weather – hot, cold, sunny and windy after lunch.



Sailing students gather on the lawn – Our instructors lead the group through some activities for 10-15 minutes (example, soccer, Frisbee, etc.) to get everyone warmed up. These activities and games help everyone get ready to be alert and prepared when on the water. After the activity, students break into groups with their instructors for about 15 to 20 minutes of instruction in sailing theory before sailors are assigned their boats to rig. Everyone gets help getting the boats ready.



It is now about 11am, and they are finished rigging. The instructors show the sailors what they are going to do on the water. After lots of sunscreen is splashed around, the sailors head out to practise some techniques that were introduced.

After lots of fun on the water, the sailors all return for a quick debrief on the morning session before lunch. The instructors give specific feedback to each

sailor on skills that they need to work on as well as skills that they are completing successfully.

Lunch will probably start around 1 o'clock!

Over lunch, the sailors eat on the patio or inside the school training room, games take place on the lawn.

As predicted, the wind increases in the afternoon. Students again break into their groups with their instructors and are briefed on the afternoon lesson. Boats are rigged and the sailors take to the water again. Perhaps the wind is too strong for the younger sailors. These sailors may spend time with an instructor working on the knots that they need to know. The lesson is capped off with a knot-tying game. About 3:30pm, the boats are secured for the night, rigging is put away and grounds and shed are tidied. There is another quick debrief and students collect their belongings and chat with their new friends while waiting to be picked up.



The busy day winds to a close at 4pm. The tired and happy sailors head home to rest and get ready for another day of sailing.

## Sailing Safety Policies

A buoyancy aid must be worn at all times and when on the slipway or near the water.

Sailors must wear clothing appropriate for weather conditions and have a change of clothing.

Footwear must be worn at all times. We recommend inexpensive trainers or wetsuit boots. Sandals are not permitted while sailing or launching boats for safety reasons. Waterproof sunscreen is required (SPF 30 or greater).

UVA + UVB sunglasses and hats or visors are recommended.

Sailors must be confident in the water wearing their buoyancy aid.

Wet suits are permitted but not in lieu of buoyancy aids.

All sailors must respect the CSBC Sailing School Rules and Regulations.

## How to Prepare For Your Session

Answers to some questions parents and sailors may have:

### **When should I arrive? When can my parents pick me up?**

Sailing starts at 10am sharp. It would be wise to try to be there a bit before that. The sailing instructors open up the club about 9.30 am. Sailing ends at 4pm. Parents and students parking vehicles at the club should park in the main car park.

### **What if I have to leave early one day or will be late another?**

This is not a problem, just get your parents to write a short note saying when you'll be absent and give it to your sailing instructor at least one day in advance.



### **Here is a sample list of things to bring:**

A buoyancy aid. This must fit properly and be in good condition. If it is too large, it isn't safe!

Lunch including some fruit and extra drinks in a small cooler or cooler bag.

Water, a one-litre container (suggestion: fill it one quarter full and freeze the night before, then in the morning fill to the top and the water stays cool most of the day).

Sunscreen, usually SPF 30 — 45 for your body and face.

A hat or visor with a clip or twine so you can tie it to your buoyancy aid and don't lose it.

Fast drying, inexpensive sneakers or water shoes (please bring trainers or other shoes that you don't get wet for on shore activities).

A large beach towel and bathing suit.

At least one complete change of warm clothes including sweatshirts, track pants, windbreaker jacket and rain-gear.

A small notepad and pencil.

Finally, a bag (backpack or gym bag) that you can fit everything into. If your bag doesn't have a separate spot for wet stuff, pack a couple of extra grocery bags so you can keep your dry stuff dry!

#### **If I want to, can I go home for lunch?**

Yes, but you must get one of your parents permission.

#### **How are sailors evaluated?**

Our instructors evaluate sailors daily, on water and on land. Written tests are not required. Evaluation is on going, and includes sailing skills, participation and your interaction with other sailors and the instructors. Our instructors complete an evaluation on each student each week in order to monitor progress and quickly assess student progress for further sessions.

#### **Is it possible to sign up for more than 1 week?**

Yes. It is possible to sign up for one week for an "introduction to sailing" however two or more weeks are usually required for new sailors to have a good sailing experience and obtaining sailing levels. Sailors with prior sailing experience may progress through the levels more quickly. Our instructors assess all students individually.

The current program has a maximum of 25 sailors per weekly session depending on the levels offered.

## **General Information and Policies:**

We are not responsible for lost personal items.

## **Registration & Payment**

- It is the intent of the CSBC Learn to Sail Program that all sailors be treated fairly. The following requirements are intended to promote an equal opportunity for all applicants:
- All school openings will be filled on a first-come-first-served basis.

- We encourage parents and students to register for our courses online, through our website. We are able to accept card payments through our online registration page.
- If you are unable to register through the website please contact us and we can send you paper registration forms.
- Unfortunately if you must cancel, we can issue a refund only if we are given up to 7 days before the starting date of each course. A £50 administration fee will be deducted. No refunds will be made due to poor weather conditions.
- NSF Cheques  
All cheques returned for non-sufficient funds will be subject to a £40 processing fee.
- Receipts  
The fees paid for sailing courses may qualify for income tax reductions. Please let us know if you would like a receipt, your address and in whose name the receipt should be issued.

## Supervision of Sailors after Hours

Regular sailing school days run from 10am to 4pm. Any participant remaining after hours will not be supervised by CSBC staff and shall be the sole responsibility of their parent or guardian.



## Sailor/Parent CSBC Agreement

In an effort to provide a superior Learn to Sail Program, we require that both sailors and parents have read and understand all the information contained in this handbook and agree to comply with the requirements set forth herein.

### Age Restriction

Sailors must be 8 years of age or older to participate in the sailing program at CSBC.

### Equipment Usage Policy

Our instructors will conduct Boat Inspections on a regular basis. If a sailor is aware of any items on the boats or equipment that is not in proper working condition, the sailors should notify their instructor immediately. This is so repairs can be made in a timely manner and our boats can remain both safe and fun to sail.

### Sailor's Code of Conduct

The Sailor's Code of Conduct has been developed to let you, the sailors, know how our coaches expect you to act during your time in our Learn to Sail Program. Appropriate behaviour will allow you to become well-rounded, self-confident sailors. CSBC expects the highest level of sportsmanship, teamwork, fair play, and good behaviour. As a member of the sailing program, you represent CSBC, our program, and your family. Your behaviour, both on or off the water, should maintain this level of sportsmanship and conduct, and make other sailors proud to be a part of this program.

In order to achieve our Code of Conduct, we ask that you follow these guidelines:

- Sail for fun and the love of the sport. Enjoy yourself.
- Work hard to improve your skills.
- Listen, ask questions, and watch others to see how you can better your skills.
- Learn teamwork, sportsmanship, discipline, confidence and self-control.
- Be a team player - get along with your teammates.
- Appreciate the contribution each person makes to the team.
- Learn the rules, and play by them. Always be a good sport and set a positive example for others, particularly the younger sailors.

We expect you to:

- Use good language; the use of profanity, obscene language, or obscene gestures is not permitted.
  - Respect your instructors and your fellow participants. The rules of the Royal Yachting Association and CSBC are to be observed by all. Absolutely no unsportsmanlike conduct will be tolerated.
  - Be on time for sessions.



- If you do not follow the Sailor's Code of Conduct, depending on the severity and the regularity of the violation, the following steps will be taken:
  - 1) Sailor suspended for 1 day
  - 2) Sailor suspended for the balance of the week
  - 3) Sailor suspended for the summer

Please understand that the enforcement of this policy is to encourage commitment by the sailor to his/her teammates and the SGB Learn to Sail program.

## Expectations of Parents and Guardians

Since CSBC sets expectations for their sailors, we feel it only fair that we apply the same standards to parents and guardians. We also need your help for our program to succeed. By setting a good example for our sailors, you exemplify our expectations of sportsmanship and fair play.

We ask you to:

- Encourage your child to play by the rules. Remember, children learn best by example.
- Make their participation fun. Support their desire to learn to sail.
- Show a positive attitude toward CSBC program and all of its participants.
- Emphasize skill development and how they benefit your young athlete.
- Applaud a good effort in victory and in defeat and enforce the positive points of the sport.
- Familiarize yourself with the materials required for your child's participation in the program

Additionally, we always welcome feedback from you. We ask that if you have any concerns that you follow this chain of command:

Address your concern(s) with your child's instructor/coach. If you are not satisfied that the issue has been addressed then please take your concern(s) to school Principal. Following these guidelines promotes respect and trust within our program and its staff. Thank you.