



Old Cove Yacht Club

JUNIOR SAILING PARENT GUIDE

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1. Introduction:

This handbook is designed as a reference to answer questions you may have about the Old Cove Yacht Club Junior Sailing Program. While updates to this guide may not always keep pace with changes to the programs and policies described, we will do our best to keep the material as current and as fresh as possible! Please let us know if you feel there is anything that should be added or changed in the future. We appreciate and welcome your input to improve this handbook each year. Written remarks are best and can be submitted by email to ckuehn@optonline.net at any time.

We hope that the program will continue to benefit from a solid and growing volunteer spirit among OCYC members and Junior Sailing parents and will provide a fun and memorable sailing experience for our youngsters.

2. Junior Sailing Program Objectives

Old Cove Yacht Club is one of the oldest on the North Fork and has long offered and supported an active and successful Junior Sailing Program. The program's success has resulted from striving to achieve the following objectives:

- To teach seamanship, sailing and racing skills, in a safe and fun environment.
- To enable students to acquire, through the overall experience of the Junior Sailing Program activities, life-long values such as sportsmanship, integrity, consideration for others, teamwork and self-reliance.
- To teach young people how to sail to the best of their ability and interest, and to encourage growth in skill and competence through individual and team participation, while developing respect for the sea and the environment, as well as instill responsibility for boats and equipment.
- To encourage the acquisition of competitive sailing skills in regattas at Old Cove Yacht Club or at other venues.

These goals are accomplished under the supervision of competent, involved instructors, administered by the Junior Sailing Program Director and assisted by the stewardship of volunteer adult leaders.

3. Instructors

A team of carefully selected instructors will lead every class offered by the OCYC Junior Sailing Program under the supervision of the Junior Sailing Program Director. Specific instructors are assigned to each class and your child will meet his/her respective instructor(s) on the first day of any class they are signed up for. Junior Instructors are often assigned to assist the Sailing Instructors with running classes. In addition, special guest instructors are also welcomed on occasion to augment the OCYC instructor staff and increase our students' sailing experience.

- a. **Junior Sailing Program Director** is responsible for the overall administration of the program, including recruitment and oversight of staff, and enforcing program policies to

maintain a safe and productive environment. The Junior Sailing Program Director is the main contact for parents, and others interested in any aspect of the day to day operation of the Junior Sailing Program. The 2012 Junior Sailing Program Director is Jennifer Marino and she can be reached at:

Home: (908) 797-5921

or email: marinojen@hotmail.com

- b. Senior Instructors**, including the Head Instructor, are the primary instructional staff. As full time instructors they are responsible for preparing class activities, record keeping, running classes, discipline, and all other activities associated with teaching sailing. Full time instructors are US Sailing Small Boat Sailing certified instructors, (which requires a four-day instructor course, as well as valid CPR and Basic First Aid certification) and some are certified US Sailing Level 2 Coaches. The 2012 Head Instructor is Colin Keil.
- c. Junior Instructors** are part time instructors who help the senior staff during each sailing session. Their responsibilities include sailing with new sailors, helping beginners rig and de-rig boats, and assisting in any aspect of class time essential to a smooth running program.

4. Parental Involvement

- a. Volunteers:** As our Junior Sailing Program depends on support from parents, all parents are asked to help with some aspect of the program over the course of the year, especially during summer classes, the Old Cove Invitational Regatta, and fund-raising. Please give generously of your time so that the workload can be divided and everyone involved can have a fun summer.
- b. Parent of the Day:** Each parent shall sign up to be Parent of the Day for either a morning or an afternoon session so as to have an adult presence at the club at all times. The Parent of the Day shall answer the telephone and record messages and help tidy up the clubhouse. The Parent of the Day shall call to remind the next day's Parent of the Day for the same session.
- c. Transportation:** Parents of children participating in "away" regattas (see Section [8.c](#) for information on Regattas) are required to provide transportation for their child and to car-top or trailer the child's boat to such "away" regattas. Transportation may also be needed to participate in team racing at other yacht clubs. (See Section [8.e](#) for use of OCYC trailers).
- d. Fund-Raising:** In addition to class fees, our Junior Sailing Program relies on the generosity of parents and other OCYC members, as well as Friends of Junior Sailing. Donations help defray the significant costs of boats, trailers, awards, repairs, instruction staff and more. OCYC offers a fantastic line of Junior Sailing Clothing which is featured on the OCYC website and all profits go to the Junior Sailing Program. Of course outright donations are accepted with thanks!

5. OCYC Junior Sailing Code of Conduct

It is very important to be prepared for class every day. Sailing is strenuous, hard work and can at times be dangerous. Everyone must be on their best behavior, alert and have all the proper equipment.

- a. **Attire:**
 - Coast Guard approved life jackets, with whistles tied on, must be worn and properly fastened at all times while on the water and at other times as directed.
 - Shoes, booties or sneakers are to be worn **at all times**. No open toed shoes or flip-flops, no heels or platforms.
- b. **General safety.**
 - Whistles are to be used in case of emergency only.
 - No glass containers are allowed anywhere
 - There will be no running on the dock, pushing into the bay or unauthorized swimming.
- c. **Behavior.**
 - Sportsmanlike conduct is expected of all students at all times, on or off the water. Foul language and other disrespectful behavior will not be tolerated.
 - Any student who is unwilling to sail or participate in the program activities will be sent home. Neither the instructors nor OCYC can be responsible for students who are not participating in the sailing activities.
 - Each student is responsible for his or her own belongings. All personal belongings should be labeled with the student's name.
 - Students will return boats and equipment to proper dockage and storage areas as soon as possible upon completion of the class.
 - Borrowing anything without prior permission from the owner is stealing and therefore prohibited.
 - Students are required to remain at the club during scheduled program hours.
 - No littering, anywhere!
 - OCYC bathrooms should be kept neat and orderly.
- d. **Discipline:** Generally we have very few problems with children running afoul of the OCYC code of conduct. But when infractions do occur, it is unfair to all the kids if those infractions are not dealt with. If the code of conduct is violated, the instructor will remove the student from the situation and refer the offender to the Head Instructor or the Junior Sailing Program Director who will determine the necessary action. If necessary, the child's parents may be contacted for immediate pickup. Upon an infraction of the code of conduct, students may be warned, suspended or dismissed from the program. Class fees will not be refunded in those situations.
- e. **Damage to Boats or Equipment.** Except for normal wear and tear, or minor damage incidental to normal sailing, Junior Sailors who use OCYC boats during the Junior Sailing Program will be responsible for any significant damage to the boat or loss incurred while they are using the boat, as well as lost equipment such as spinnaker poles, sails, etc. In the event of a collision between boats during the Junior Sailing Program, all participants in the collision, regardless of who was at fault, shall share equally in the costs to repair the boats and/or replace equipment.
- f. **Drop-off and Pickup.** Students should be on time for classes but may not be dropped off before 8:45am if they are attending a morning class since there is no early supervision at the club. All children must be picked up punctually. When dropping off or picking up students, please remember that the property adjacent to the club property is not part of OCYC and that parking is not allowed there; you may only park in the street.

6. Dinghy Storage

- a. **Rack and Shed Storage.** Seasonal Dinghy Rack Storage and Shed Storage for spars and blades is offered to current Junior Sailors. Other boats owned by Junior Sailors such as

windsurfers, kayaks, canoes or racing shells are not permitted on the racks. All stored dinghies must be placed on the appropriate racks and - except for the 420s - may not be dolly stored. Dinghies that cannot be stored on a rack, such as 420s, may be parked on a dolly, space permitting. The Rear Commodore will make assignment of such spaces.

- b. **Dollies.** Dollies must be stored behind the club house or in the case of the Opti dollies, behind the Opti rack
- c. **Condition.** All dinghies must permanently display its owners' name on the transom and all dollies, spars and blades, or the blade bags, must also be conspicuously marked. Unmarked dinghies or equipment will be considered abandoned property. All dinghies stored on racks or parked on dollies shall be kept in shipshape condition with covers tied down, spars secured, halyards and gear properly secured and stored and no parts lying on the ground. Covers shall be made to fit and rectangular tarpaulins shall not be allowed. All dolly wheels shall be kept in good condition and tires inflated so that each dolly may be moved when necessary. OCYC may request that boats be removed from the premises if they are considered unseaworthy or an eye-sore. All decisions regarding boat storage will be made by the Rear Commodore.
- d. **Storage Season.** All dinghies and equipment must be removed from the club premises at the end of the Junior Sailing Program, or at the very latest by September 30. No dinghies or equipment may be stored at Old Cove Yacht Club between October 1st and May 1st - and any boat or equipment that has not been removed will be disposed of.
- e. **Risk of Loss or Damage.** Old Cove Yacht Club does not carry insurance for boats or equipment stored on the club premises and such storage is entirely at the owners' risk.

7. Classes

Classes follow a "flexible" lesson plan. Weather conditions and safety are major considerations in planning daily lessons. The learning process is a continuous one, and sailors missing a lot of classes will be at a disadvantage.

8. Racing Philosophy and Regattas

- a. **Racing Philosophy:** Competition is an essential part of the higher level classes. We believe that several benefits derive from racing. Students often don't understand or develop the finer points of sailing unless they can see the effects of their actions as measured against another boat sailing alongside. A clearly identifiable short-term goal (winning) usually heightens the learning curve. While encouraging friendly competition, we stress the importance of safety and try never to forget that sailing should be fun. Sailors need to learn the rules of racing and the system for resolving disputes. As the dispute resolution system does not always function properly, we believe students should be taught to make their case, accept the results and move on. We ask that parents support their children in this learning process.
- b. **Participation.** Sailors are encouraged to seriously consider their abilities when deciding whether to participate in any race (other than within their own class) or regatta. Consultation with the instructor is advised to determine if you are prepared to participate.
- c. **Regattas:** Traveling to other yacht clubs for regattas is arguably the most memorable experience for our sailors. Besides the enjoyment of the competition itself, the social aspects are significant. Our junior sailors spend a lot of time on and off the water with sailors from

other clubs. OCYC strongly encourages its sailors to participate in local, regional and even national regattas. Regatta calendars for Optimis, Laser Radials and 420s will be posted at the Club and on the Junior Sailing Website.

OCYC will provide a list of regattas we will be sending our sailors and instructors to. During class time, students will be given the instructions they need to participate in these regattas. We will maintain a list of sailors and boats going to each event, and will do our best to help coordinate moving people, boats, and gear. **However, it is not the club's or the instructor's job to take boats to and from the regattas, rig boats or keep track of gear at regattas.** The instructors will help out before, between and after racing but **sailors and parents need to take full responsibility for their participation at any regatta.** Parents are responsible for taking their child's boat to and from the regatta, and loading and unloading their child's boat for each regatta. At least one parent must be at regattas to assist and supervise their child, in particular in the event he/she leaves the water early due to heavy wind, boat breakdown, etc. If you cannot be present, you **must** make arrangements with another parent to fulfill these responsibilities for you. Whenever possible, instructors will be out on the water to coach and assist sailors in between races.

- d. **OCYC Boats:** Under certain circumstances OCYC boats may be used by Junior Sailors at the Old Cove Invitational Regatta and away races. The determination as to whether an OCYC boat may be used by a Junior Sailor shall be at the sole discretion of the Junior Sailing Program Director. OCYC does not carry insurance for boats that are taken to away races and the entire responsibility for the boats and their equipment shall rest with parents of the sailor(s) who are using the boat. If an OCYC boat is damaged or equipment is lost or damaged, OCYC will arrange for expeditious repair and/or immediate replacement of the boat or the equipment so that the boats can be used during Junior Sailing classes without interruption. **LIABILITY FOR ALL DAMAGES TO THE OCYC BOAT AND ITS EQUIPMENT, AND FOR PERSONAL INJURY, RESTS SOLELY WITH THE PARENT(S) OF THE STUDENT(S) USING THE BOAT.**
- e. **OCYC Trailers:** The OCYC Junior Sailing Trailers will be available for transporting boats to and from regattas. Availability of the trailers depends on parent participation. Parent volunteers are asked to sign up to haul a trailer to and from regattas on a rotating basis. Each Junior Sailor, with the assistance of his or her parent as needed, is responsible for all loading and off-loading of his or her boat. Instructors are busy assisting our Junior Sailors with rigging, strategy and tactics at these events. They are not responsible to load and unload boats.

The Junior Sailing Program Director, in his/her sole discretion, will assign berths on OCYC trailers for each event, providing there are parent volunteers to drive. Since there is limited capacity on the trailers, those parents who are able to transport their children's boats themselves (either on the car roof or on a personal trailer) must do so and allow other sailors the opportunity to sign up for the trailers. Sign-up sheets will be posted several days ahead of an event. Sailors on the list must have a ride to and from the regatta. If a sailor signs up for a trailer berth but will not use it, he or she must cross off his/her name from the list and notify the driver. Sailors who fail to do this, or whose boats are repeatedly not properly secured, will be denied future trailer privileges.

Boats must be removed from the trailer immediately upon their return to OCYC.

In the event of an accident involving a club trailer, **LIABILITY FOR ALL DAMAGES TO THE TOW VEHICLE OR THE TRAILER, AND FOR PERSONAL INJURY, RESTS SOLELY WITH THE DRIVER TOWING THE TRAILER AND NOT WITH OCYC. PRIVATE BOAT OWNERS ARE RESPONSIBLE FOR ANY DAMAGE TO THEIR BOATS. This means that insurance coverage for any personal injury or damage to trailer with the boats or tow vehicle resulting from an accident involving the**

tow vehicle and/or the trailer is under the automobile policy of the driver.

9. Useful Websites

U.S. Optimist Dinghy Association:	www.usoda.org
International Optimist Dinghy Assoc.	www.sailingsource.com/optiworld/
U.S. National Optimist Team	www.usnt.us
North American Laser Class:	www.laser.org/m/ general/default.asp
Club 420 Association	http://club420.org/index.shtml
Optisailors	www.optisailors.com
U.S. Sailing	http://www.ussailing.org
Interscholastic Sailing Association	www.highschoolsailingusa.org
Inter Collegiate Sailing Association	www.collegesailing.org
Colie Performance Sailing	www.coliesail.com
Annapolis Performance Sailing	www.apsltd.com
International Dinghy Shop	www.dinghyshop.com
Optiparts Marine Equipment	www.optiparts.com
Magic Marine Equipment	www.teammagicmarine.com/marine/

10. Comments, Suggestions & Problems

We are always trying to improve the program. We welcome all suggestions, criticisms and compliments. Please keep in mind that the program must remain flexible and we want our students to learn safety and have fun while sailing.

Problems need to be addressed as soon as possible. You can discuss classes, racing, teaching, daily operations and any general concerns with the Junior Sailing Program Director, or, if you prefer, with the Commodore. Except for safety concerns, which need immediate attention, any discussion with the instructors must take place outside class time and should be out of the presence of students and third parties. Our instructors have been ordered to walk away from any conversation that becomes uncivil in nature and report the incident to the Junior Sailing Program Director.