

LUNENBURG YACHT CLUB

LEARN TO SAIL HANDBOOK

SAFETY

1. CCG approved life jacket or PFD must be worn at all times when on or near the water.
2. Sailors must wear clothing appropriate for weather conditions and have a change of clothing.
3. Footwear must be worn at all times. Sandals are not permitted while sailing or launching boats.
4. Waterproof sunscreen is required (SPF 15 or greater).
5. UV sunglasses and hats or visors are recommended.
6. Sailors must be able to swim 25 meters, wearing sailing clothing & equipment.
7. Wetsuits are permitted but not in lieu of PFDs or life jackets.
8. All sailors must respect the LYC Rules and Regulations.

FAQ - How to Prepare For Your Session?

Q. ~ When should I arrive? When can my parents pick me up?

A. ~ Sailing starts at 9am sharp and drop off can happen as early as 8:30am. Sailing ends at 4pm.

Q. ~ What should I bring to sailing?

A. ~ This is a good question, here is a sample list of things to bring:

- ✓ **Coast Guard approved life jacket or PFD (personal flotation device). This must fit properly and be in good condition. If it is too large, it isn't safe!**
- ✓ **Lunch or lunch money.**
- ✓ **Water, one litre container (fill it up a quarter and freeze it, then fill it in the morning and it stays cool most of the day).**
- ✓ **Sunscreen, usually at least SPF 30.**
- ✓ **Sunglasses with 100% UVA & UVB protection.**
- ✓ **A hat or visor with a clip or twine so I can tie it to my PFD and don't lose it.**
- ✓ **Fast drying, soft soled shoes and a second pair of shoes that won't get wet.**
- ✓ **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 I can fit everything into. If my bag doesn't have a separate spot for wet stuff, I pack a couple of grocery bags so I can keep my dry stuff dry!**

Q. ~ If I want to, can I go home for lunch?

A. ~ Yes, but you must get your parents to complete one of our *Lunch Sign Out Form*, found at the back of this handbook.

Q. ~ How are sailors evaluated?

- A. ~ Our Instructors evaluate sailors daily, on water and on land. Written tests are not completed. Evaluation is ongoing, and includes sailing skills, participation and your interaction with other sailors and the instructors.
- Q. ~ Is it possible to sign up for sessions in addition to those on my original application?
- A. ~ Yes if available. Registration is available online at <https://lunenburgyachtclub.checklick.com>.
- Q. ~ Is there a maximum number of sailors that will be accepted for a session?
- A. ~ Yes. The program would suffer in both quality and safety aspects if we accept too many sailors. **So register early to avoid missing out!**

General Information and Policies

Supervision of Sailors after Hours

Regular sessions in the Learn to Sail Program run daily from 0900h to 1600h. Staff remain on site until 1630h. Any sailor remaining after hours will not be supervised by LYC or LTS staff and shall be the sole responsibility of their parent or guardian.

LYC Junior Membership

Participants in the LYC Learn-to-Sail Program are required to join LYC as members if the sailor keeps a boat on LYC property, if the sailor wishes to participate in any races, events or other activities at LYC outside of the regular 9am-4pm scheduled sailing sessions or if the sailor wishes to participate in Sail Canada sanctioned regattas (common for advanced sailors).

Equipment Usage Policy

The LYC Learn to Sail Program has a strict user pay Equipment Usage Policy. The replacement cost of our training equipment is over \$200,000. This Policy is to be used with regard to boats involved in collisions and lost or damaged equipment or other property of the Lunenburg Yacht Club.

1. **Boat Collisions** with other boats (moored, docked or sailing), docks shoreline or other obstructions will result in a hearing to determine who was at fault, if anyone. If the sailor(s) are found to be at fault, they will pay for all repairs. When there is more than one sailor in the boat in question, there will be a percentage of the repair assigned to each based on level of responsibility. If the sailors are found not at fault, the LTS program will pay the expense for all damages. The LYC staff will notify all involved sailors and parents of the incident and of any decisions requiring payment.
2. **Lost or damaged equipment** (including property of the LYC) will usually be assigned to the sailors using the equipment or to their class. In these situations the sailor(s) or class responsible for the equipment will share the replacement or repair expense. If any equipment is lost or damaged but no sailor(s) or classes have been assigned to the item, the last sailor(s) to use the items will be held responsible. Equipment that has failed due to normal usage will be repaired or replaced by the LTS Program (Boat Usage Fee).
3. **Boat Inspection** will be conducted by the Instructors on a regular basis and when equipment is signed in/out. 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 right away and that the sailors are not held responsible for something that they did not do.

Sailor's Code of Conduct

The Sailor's Code of Conduct has been developed to let you, the sailors, know how the instructors expect you to act during your time in the Learn to Sail Program. Appropriate behaviour will allow you to become well rounded, self-confident sailors and LYC members. We here at the LYC Learn to Sail Program expect the highest level of sportsmanship, teamwork, fair play, and good behaviour. As a member of this team you represent LYC, this organization, and your family. Your behaviour, either on or off the water, should be to maintain this level of sportsmanship and conduct, and make other sailors proud to be a part of this organization. The use of alcohol, drugs, or tobacco of any kind, by any participant, at any time, is strictly prohibited.

In order to achieve this, we ask 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 and 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 younger sailors.

We expect you to:

- Use good language – the use of profanity, obscene language, or obscene gestures is not permitted.
- Respect your instructor/coach, your fellow participants, opponents and officials. The rules of the Canadian Yachting Association and LYC are to be observed by all. Absolutely no unsportsmanlike conduct will be tolerated. The sailor must realize that he/she represents a tradition of fairness in competition.
- Be on time for sessions.
- Attend regularly – you need to develop your individual skills, sailing fundamentals, as well as develop team discipline, unity, spirit, commitment and loyalty.
- NEVER participate in any physical violence, fighting etc. during any LYC LTS events, under any circumstances.

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 balance of session
- 3) Sailor suspended for summer

Please understand that the enforcement of this policy is to encourage commitment by the sailor to his/her team and teammates and the LYC LTS.

Expectations of Parents and Guardians

Since the Lunenburg Yacht Club sets expectations for their Learn to Sail participants, 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:

- Encourage your child to play by the rules. Remember, children learn best by example.
- Make their participation fun. Support their desire to sail or play the sport of their choosing.
- Show a positive attitude toward the LYC LTS program and all of its participants.
- Emphasize skill development and practices and how they benefit your young athlete.
- Applaud a good effort in victory and in defeat and enforce the positive points of the game.
- Work toward removing all physical and verbal abuse in youth sports. Adopt a “Zero Tolerance” attitude.
- Familiarize yourself with the materials required for your child’s participation in the LTS program.

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

- Address your concerns with your child's instructor/coach. If you are not satisfied that the issue has been addressed then,
- Take your concerns to the Head Instructor. If you are still not satisfied that the issue has been addressed then,
- Take your concerns to the Learn to Sail Director.

Following these guidelines promotes respect and trust within the program and its staff.
