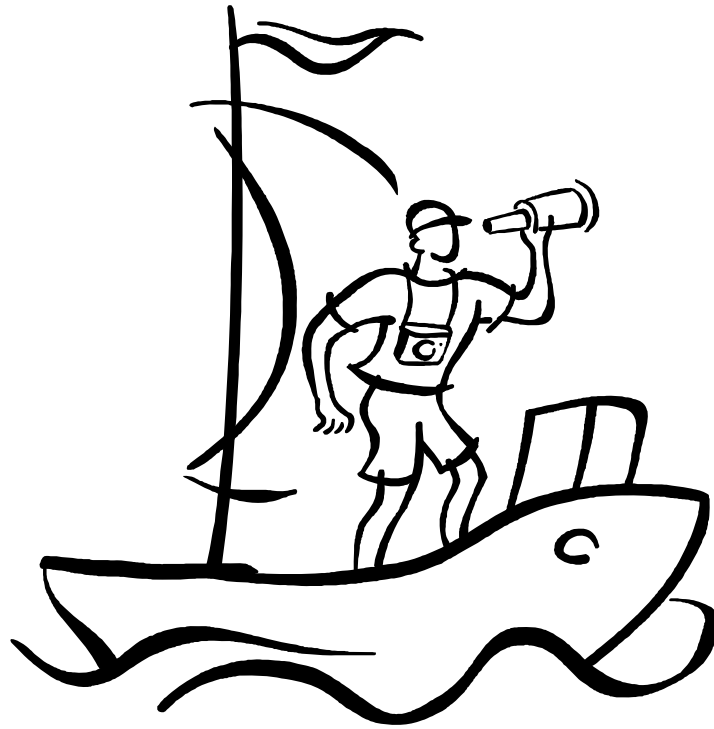


Cambridge Yacht Club Junior Sailing Program



Student/Parent Guide with **Enrollment Application and Necessary Forms**

Rev 5[1]a
5-4-11

Program Objectives

The CYC Junior Sailing Program will strive to:

Give students an appreciation of the pleasures and enjoyment of sailing as a recreational and competitive activity.

Instill competence in the handling and maintenance of all boats with an understanding of the basic elements of seamanship and safety.

Develop skills as skippers and crew with a thorough knowledge of sailing rules, tactics and techniques.

Develop an appreciation of and philosophy for self-reliance, dependability, courtesy, sportsmanship, teamwork, and respect for club and personal property.

Challenge students and keep their interest in sailing!

Daily Routine

Upon arrival each day, the **sailors should check in** with their instructor for directions. Although on most days, weather permitting, the boats will be ready to be rigged, there will be certain days where lessons will be conducted on land and rigging is not required.

Daily Schedule

9:00 – 9:30 am	Check-in and boat rigging
9:30 am	Chalk talk
10:15 am	On the water
Noon – 1:00 pm	Lunch
1:00 pm	Chalk talk
1:15 pm	On the water
3:00 pm	Return to dock, de-rig and clean boats
3:30 pm	Check-out

Lessons begin promptly at 9:00 am. After sailors learn to rig their boats it is expected that the boats be rigged by 9:30 am. Thus, it is recommended that sailors arrive by 9:00 am so that they have ample time to check in and rig their boat. Sailors that arrive 15 minutes late to a class will not be permitted to participate and will be sent home for the day. Lessons will conclude at 3:00 pm, however an additional 30 minutes have been scheduled to allow time for de-rigging and putting away the boats.

In order to ensure safety and establish a plan for the day, sailors will typically meet with the instructor at the lesson start and will discuss the skills to be learned and activities for the day before going on the water. This is an essential part of the program and promotes efficient, effective and safe sailing lessons. Students will spend most of their time on the water however it is necessary to spend time each day explaining and teaching new techniques. The instructor will

review at the end of each day and allow time for students to ask questions. Sailors will not be released for the day until all equipment has been properly stowed and the instructor has dismissed them.

Be Prepared

- Eat breakfast / lunch
- Attach a whistle to your PFD
- Bring your sailing gloves
- Stay hydrated
- Wear sunscreen
- Wear sunglasses with 100% UVA and UVB protection and polarization
- Wear a hat with a clip to attach it to your PFD
- Wear fast drying, light soled shoes (no flip-flops or open toe sandals)
- Wear your bathing suit
- Bring extra clothes in the event you get wet or the weather changes
- Pack extras (bug spray, bailer, etc...)

Additional Requirements

- All students must pass a swim test or provide satisfactory documentation of swimming ability
- All registration and medical forms must be completed and fees paid in advance
- All sailors are responsible for rigging and de-rigging their boats
- All sailors shall help others in their class move the boats to and from storage
- Classes will not be dismissed until all boats and equipment are stored properly

Swim Test

During the first day of the program (weather permitting), unless excused by written evidence of swimming ability, students will be given a swimming test that they must pass in order to participate further in the program. The test will consist of treading water unassisted for 5 minutes, swimming a specified distance (50 yards) using any stroke on top of the water and putting on and securing a lifejacket while treading water. Regardless of swimming proficiency ***ALL STUDENTS MUST WEAR A LIFEJACKET ZIPPED UP OR PROPERLY SECURED AT ALL TIMES WHEN IN THEIR BOATS OR ON THE WATER. Each lifejacket must also have a whistle permanently attached. This rule will be strictly enforced with no exceptions.***

Rainy Days

Inclement weather does not put a damper on the Junior Sailing Program. Instructors will have a plan in place in case the weather prevents classes from going out on the water.

Equipment and Supplies

Following is a list of equipment and supplies sailors will need to bring to class each day. These things should be packed in a tote bag with your sailor's name on it:

- USCG Approved Lifejacket with a whistle attached
- Shoes – Rubber soled shoes or “sneakers” must be worn at all times, flip flops, open toed shoes or shoes without a back strap will not be permitted

- Dry clothes
- A towel
- A hat
- Sunglasses
- Sunscreen
- A water bottle
- Bag lunch and snacks
- Note taking materials

Cambridge Yacht Club Junior Sailing Program Rules and Regulations

- +Participants must wear shoes, or other appropriate footwear and are encouraged to wear hats , sunglasses and sunscreen when engaged in “on the water” activities.
- +“Horseplay” including pushing sailors or instructors off of the docks and bulkheads is prohibited.
- +Club rules must be followed at all times.
- +Sailors must not leave the CYC premises during class hours unless prior arrangements have been made and the instructor checks them out.
- +Students who are unwilling to sail, or participate in the program will be sent home and their parents will be contacted.
- +Respect others.
- +No littering. Clubhouse bathrooms should be kept clean and orderly. Sailors are responsible for disposing of their lunch and other trash in the garbage cans on club grounds.
- +Boats are to be rigged and students ready to begin by the specified time.
- +All personal property should be clearly labeled. CYC is not responsible for lost or stolen objects.
- +Boats and equipment must be returned to the appropriate place before sailors are dismissed for the day.
- +Have Fun.

Discipline

As long as sailors observe the rules, it will be a great summer without discipline issues. Whether at the CYC, or anywhere else we may go as part of the program, all sailors are expected to conduct themselves in a sportsmanlike manner.

Instructors will keep a notebook for disciplinary incidents. If a sailor has been involved in unacceptable behavior it will be noted. Discipline will be administered according to a “3 strikes and you’re out” format:

- First incident – Sailor will meet with the instructor and a parent will be notified
- Second incident – Sailor and parent will meet with the instructor and an administrator
- Third incident – Sailor will be suspended from the sailing program for a specified amount of time as determined by the instructor and administrator

Communication Between Parents and Instructors

Communication between parents and instructors is a key element in providing a successful summer experience. If you have specific questions or concerns relating to sailing instruction that you would like addressed please follow these guidelines:

First, speak directly with your sailor’s instructor but NOT during class hours.

If you feel that you did not receive satisfaction then please speak with the lead instructor
Finally, you may speak with one of the program administrators.
Please follow the above protocol to assist us in providing a consistent approach mutually agreed upon by all. Following these guidelines promotes respect and trust within the program and its staff.

KNOTS

The (Flemish) Eight OR Figure Eight



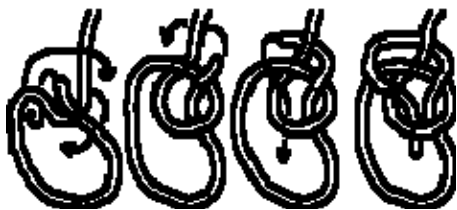
This knot is larger, stronger and easier to untie than the overhand knot. It does not harm your rope as much as the overhand knot does. So therefore sailors use this knot in most cases. (! not for bend support, where the smaller overhand is used, or in rope, a permanent small stopper)

The Reef Knot or Square Knot General



The reef-knot is only useful in simple applications. Ashley says "it is a true Binder Knot, for which it is admirable, but under no circumstances should it be used as a bend." It is easy tied and will not jam, so it is always easy to untie. It is used to tie packages, and as a base for the shoe-bow. Sailors used it for binding rolled sails or better reefed sails. And that is where it got its English name from. Americans call it the square knot. Probably because it looks square, or because it was much used on square-rigged-ships, but that is a total guess of me. Its relatives, the granny, the thief-knot and the what-knot all have their purposes, but not as a trustful knot.

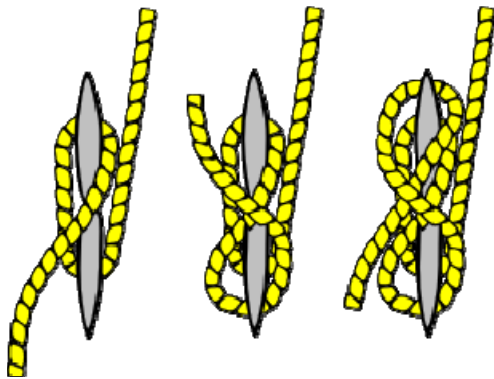
The Bowline



The Bowline Knot is one of the most used loop knots. This variant is most used in the world. Probably due to its simplicity, security, and its relationship with the Sheet bend. Keep the cross point in step A between a finger and thumb and make a clock-wise turn with your wrist. Without the loop in between, it is the same knot.

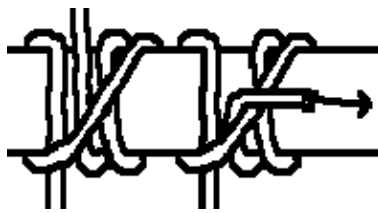
If the loop is expected to be heavily loaded, the bowline is, in fact, not secure enough. There is a rule of thumb which states that the loose end should be as long as 12 times the circumference for the sake of safety.

The Cleat Hitch



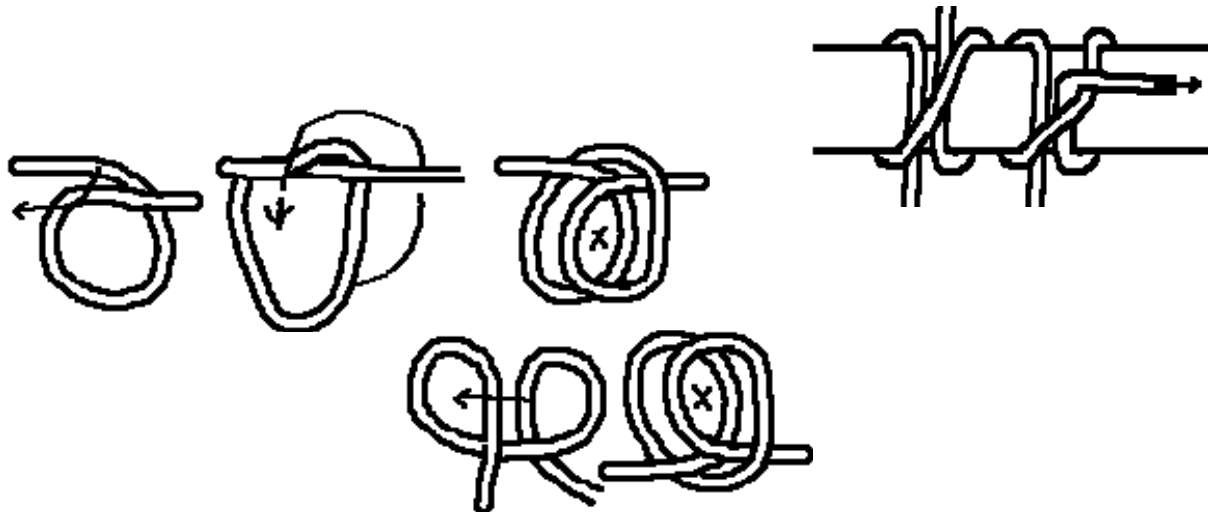
It is important that the loops around the horns of the cleat cross over the cleat at the center as shown in the middle drawing. If they are parallel to the horns, they can jam under load and be very difficult to remove.

The Rolling Hitch or Magnus and Magner's Hitch



This is the best simple hitch for a lengthwise load. It needs to be laid very carefully and pulled firmly before loading. Never use it for right angle pull, for it will spill.

The Clove Hitch



This is a very important knot of only theoretical value. Without extra support, it is untrustworthy in any situation, except as a crossing knot. You have to learn it for scouting and at sailing schools. It is most frequently used for temporarily tying a boat to piling at a dock or quay. If you have to use it, work it up properly; pull length-wise only at both ends before you load the working end. It is better to use [The Rolling Hitch](#) instead.



The Sheet Bend

This way of tying is for connecting equally sized ropes to each other. When the ends

are connected you have the [Bowline Knot](#). You have to try to take the first 'steps' as one simple clockwise turn of your wrist. So practice.

SAILING TERMS

Aft toward the stern of the boat.

Bailer A bailer is a required piece of equipment. It is used to “bail” out water after capsizing.

Batten Thin fiberglass or wood slats that are inserted in the leech of the sail for added support.

Block A pulley encased in its own housing. A block will help add purchase when pulling on a line, which makes it easier to haul greater loads.

Boom Horizontal spar that supports the bottom of a sail.

Boom Vang A line that runs from the boom to the base of the mast. The boom vang helps pull the boom down.

Bow Line Also called a painter. The bow line is used to tie the boat up to the dock.

Centerboard A blade projecting through the bottom of the hull in the center of the boat. This blade helps keep the boat from going sideways in the water.

Class Similar boats are grouped together to form a class.

Cleat Fitting in which a line can be secured. Cleats take many forms, such as dock cleats, cam cleats, and jam cleats.

Clew The outermost lower corner of a sail is the clew. It is where the foot and the leech of the sail meet. The outhaul is attached to the clew.

Dagger Board The dagger board performs the same function as a centerboard. Dagger boards differ from centerboards, in that dagger boards are moved up and down to raise or lower into the water, rather than fore and aft.

Dolly A trailer that is used to move boats from their storage place to the dock.

Downhaul A line attached to the tack of the sail that pulls the sail down.

Fall Off Turning the boat away from the direction of the wind.

Foot The bottom edge of the sail between the tack and the clew.

Gooseneck A hinged fitting on the mast that connects the boom to the mast.

Gudgeon A “U” shaped fitting on the back of the boat used to connect the rudder to the hull.

Head The top of the sail. It is the part of the sail where the luff meets the leech.

Heading Up Turning the boat towards the direction of the wind.

Hiking Out The action of hanging over the side of a boat in order to keep it from tipping over while sailing.

Hiking Strap A strap attached to the bottom of the boat under which a sailor places his or her feet in order to hold the sailor in the boat when hiking out

Hull The actual body or shell of the boat.

Jib On boats with two or more sails, the jib is the more forward of the two sails.

Jibe or Gybe Turning the boat away from the wind so the stern passes through the wind..

Leech The outside edge of the sail is called the leech. The leech connects the head and the clew.

Leeward The side of the boat away from the wind.

Luff The forward edge of the sail that connects the tack and the head of the sail.

Luffing When a boat turns its bow towards the wind and / or the sail is shaking back and forth the boat is said to be “luffing”.

Mainsheet The line that brings the main sail in and lets it out.

Mast The vertical spar that supports the sail.

Outhaul The line that pulls the sail to the end of the boom. The outhaul is connected to the clew of the sail.

Pintles The pins on the rudder that are inserted into the gudgeons on the stern of a boat to connect the rudder to the hull.

Port Port refers to the left side of the boat.

Port Tack If a boat is on a port tack, then the wind is coming over the left side of the boat.

Rudder Blade on the transom that steers the boat.

Shackle A “U” shaped hook containing a pin which is used to connect objects together.

Sheets All the ropes or lines on a boat that are used to control sails are referred to as sheets.

Starboard Starboard refers to the right side of the boat.

Starboard Tack If the wind is coming over the right side of the boat, then it is on a starboard tack.

Tack If a boats bow passes through the wind, then it is said to be tacking.

Tiller The long, horizontal piece of wood or aluminum that is connected to the top of the rudder which changes the boats direction when moved from side to side.

Tiller Extension Hinged extension that attached to the tiller that allows the skipper to steer the boat while sitting forward or hiking out.

Transom The very back edge of the boat is called the transom or stern

Windward Towards the wind.

Parents:

Please use the following space and or back of page to make note of any questions you may have about or the Program. We want to answer all the questions and concerns you have.

Cambridge Yacht Club Junior Sailing Program Application

Your child's acceptance into the Junior Sailing Program is contingent upon the following:

1. His/her ability to pass the swim test
2. A completed registration and medical forms on file
3. A signed code of conduct form on file
4. All fees paid in full

Failure to meet any of the above requirements will prohibit the CYC from admitting your child into the program. In addition, failure to follow the code of conduct will result in a non-refundable dismissal of your child from the Junior Sailing Program.

Applicant Information—complete one application for each student

Sailor's Name _____ Male Female Date of Birth ___/___/___

Address _____ City _____ State ___ Zip _____

Parent/Guardian Name _____ Phone _____

E-mail _____ Cell _____

Cost

CYC members*: \$300.00/ student/two week session for children, grandchildren, nieces & nephews

Non Members: \$350.00/ student/two week session for first session taken

Members & non-members: \$300.00/ student/additional two week sessions

* For CYC members only: One week sessions available commencing June 27, July 11, & July 25; this will be just the first week of a regular two-week session

Session

Sessions run Monday through Friday for two weeks

Session 1 June 27 -- July 8 {No school July 4

Session 2 July 11 -- July 22

Session 3 July 25 -- Aug 5

Tuition \$ _____ Total \$ _____

Previous sailing experience No Yes Please describe experience on the back of this form.

Liability Waiver

Cambridge Yacht Club and its employees and volunteers shall not be liable to the minor parents, or any third party for any damage suffered by the minor's person or property arising out of the use of CYC property or arising out of participation in CYC activities. Further, the minor and parents shall indemnify and save CYC and its employees and volunteers harmless from any and all damages to person or property to third parties which may result from the minor's activities while on CYC property or engaged in CYC activities. This waiver is made freely, knowingly and voluntarily in consideration of the applicant being accepted as a participant in the Cambridge Yacht Club Junior Sailing Program.

Parent or Guardian

Signature _____ Date ___/___/___

Parent/Guardian Signature _____ Date ___/___/___

Typed/Printed Name _____

Junior Sailing Code of Conduct

We will follow the rules of the program.

Be on time.

Students who arrive late may be delayed sailing if we are already on the water.

- * Walk on the dock.
 - * Wear a lifejacket while on the water and on the dock at all times.
 - * Be polite and show respect for other people and properly.
 - * Follow directions the first time they are given.
 - * Be safe and sail carefully.
 - * Participate in all activities and try your best!
 - * Help other students and the instructors when they ask for help.
 - * Use appropriate language—profanity and obscene gestures will not be tolerated.
 - * Physical violence or fighting is absolutely prohibited.
 - * If you are unsure of some instruction or about a piece of equipment ask your instructor.
-
- * When we have a problem, we will first try to talk it out together, if we can't solve it, we will ask the instructors to help.
 - * We will take care of the boats, the supplies, and the yacht club.

We understand that if we do not abide by the program rules and the Code of Conduct, the student listed may be suspended or dismissed from the program without refund.

Please sign below to indicate that you have read, understood, and will comply with all the above Rules of Conduct.

Student Signature _____ Date _____

Parent Signature _____ Date _____

2011 Cambridge Yacht Club JUNIOR SAILING PROGRAM PERMISSION

_____ has my permission to participate in events with the Junior Sailing Program of the Cambridge Yacht Club at the Club or events at another location such as Regattas, etc.

Parent/Guardian _____ Date: _____

Junior Sailing Emergency Medical Form Summer 2011

Name	
Date of Birth	Sex Male Female
Local Address	Phone Number
Current Medication(s) (if any)	
Date of Lost Tetanus Shot (approximate)	
Health Concerns (including contacts, eyeglasses, etc.)	
Allergies (insect bites, bee stings, foods, medicine, etc.)	
Any other concerns that instructors should be aware of	
Name of Preferred Family Physician	
Phone Number of Preferred Family Physician	
Health Insurance Company Name	
Health Insurance Policy Number	
Health Insurance Phone Number	
Emergency Contact # 1 & Relationship to student	
Emergency Contact #2 & Relationship to Student	
Emergency Contact# I Phone Number	
Emergency Contact #2 Phone Number	
Additional Phone Numbers	
<p>_____ (parent/guardian) authorize the program organizers or their employees to sanction emergency treatment if none of the above names can be contacted at the time of an emergency and authorize Dorchester County Hospital to render treatment and hospital care to said minors under the supervision and advice of our family physician or if he/ she is not the available, the on duty Emergency Room Physician when the need for such treatment is immediate as determined by him/ her when efforts to contact me are unsuccessful</p>	
Parent/Guardian Signature _____	Date _____
Cell Phone Number or other emergency contact number _____	
<p><i>*This form will kept on file and be present at any and all Junior Sailing Program events, including field trips.</i></p>	