

# **Rothesay Yacht Club**

## **Youth and Adult Learn to Sail Information and Welcome Package**





Welcome, Rothesay Yacht Club Sailors!

We're really looking forward to another fantastic sailing season at the Rothesay Yacht Club, and we hope you are too! We had a great year last year and welcomed numerous new sailors and many experienced ones as well. This year we'll have our returning and generally some new instructors. We'll be offering 4 two-week youth sessions, each with a cap of 30 sailors. We're also offering the Adult Learn to Sail, running the program one evening per week for four weeks and with an option to Race on a keel boat another night. Each adult class is capped at 16 sailors.

Rothesay Yacht Club (RYC) is a private yacht club situated on the beautiful Kennebecasis River. The RYC was established in 1908 and has been the home to sailors enjoying the river ever since.

For those of you new to sailing, the RYC Learn to Sail program models itself on the CANSail program developed by Sail Canada, the national sporting organization for sailing in Canada. Sail Canada provides us with technical resources, materials and national standards from which we design and deliver our sailing program. All our instructors have received training and certification based on Sail Canada's national standards and are registered instructors with Sail Canada.

Within this booklet, you will find all the necessary information to prepare you and your junior sailor for the summer. We have also included our policies (safety, registration, participant expectations, etc.). Please let us know if you feel there is anything that should be added in the future.

I look forward to meeting you all this summer. Happy sailing!

**Greg Colpitts**

Learn to Sail Director

[learn@ryclub.ca](mailto:learn@ryclub.ca)



# Rothesay Yacht Club's Learn to Sail Program

RYC's Learn to Sail Program is focused on providing instruction in a fun, safe and positive environment. Based on CANSail's set of progressive learn to sail standards, we strive to teach practical theory and on-water skills while developing competent sailors with, hopefully, a life long love of the sport. Importantly, we want our sailors to have a safe and unforgettable summer on the beautiful waters of the Kennebecasis River Valley.

Implemented in 2012, CANSail promotes an active hands-on philosophy to teaching sailing. Material is taught through games and activities, and on water drills and demonstrations. Our program gets sailors moving and active, and away from lecture style teaching as much as possible. This creates a fun and inclusive atmosphere for both instructors and sailors. All of our instructors have received training and certification based on Sail Canada's national standards.

CANSail also treats sailing as a sport. As such, there is an increased emphasis on physical literacy and health. Sailors will participate in warm ups and games which focus on physiological goals.




That said, not all sailors want to race, which we fully support! Sailing should be fun for all athletes, whether they are angling on a start line or participating in a Long Island Day scavenger hunt. All RYC sailors will learn fundamental sailing skills and they will have F-U-N doing it. Advanced sailors will learn strong technical skills and will play, scrimmage, and have fun in our sport. Let's keep everyone, racer and non-racer, coming back!

<b>Wet Feet</b>	Programming specific to ages 7 to 8 in an Optimist dinghy; active start to long-term sailing development pathway
<b>CANSail 1 &amp; 2</b>	Fundamental skill acquisition in any type of dinghy (single or double-handed); fundamental staff of long-term sailor development pathway
<b>CANSail 3 &amp; 4</b>	Applied skill acquisition in any type of dinghy (single or double-handed)
<b>CANSail 5 &amp; 6</b>	Applied skill consolidation in any type of dinghy (single or double-handed)



## What kind of boat will I sail?

The RYC Sailing School fleet consists of six Optimist, three Club 420's and six Laser Radial. In addition, we welcome sailors who wish to bring their own Opti, 420 or Laser (full rig or radial)!

		
<p>OPTI: A single-handed one-design dinghy which is ideal for young sailors learning to sail. They are designed especially for children, with a broad beam for exceptional safety and stability. The boats are simple to operate - just one sail, one line and one centreboard. It is sailed in over 100 countries by over 150,000 young sailors!</p>	<p>420: The 42 class dinghy is a stable, double-handed (2 person) sailboat. The name describes the overall length of the boat; it is exactly 4.2 meters long. This boat is equipped with optional spinnaker and trapeze, making it a great boat to further advance sailing skills. It is a highly popular class across North America.</p>	<p>LASER RADIAL: The Laser Radial is a popular one-design class of small sailing dinghy, originally built by Laser Performance. It is a singlehanded boat, meaning that it is sailed by one person. The Laser Radial is a variant of the Laser standard, with shorter mast and reduced sail area, allowing light sailors to sail in heavy winds.</p>

If you are starting in WetFeet, you will be sailing in Optimist dinghies. They are safe, fun and sturdy boats in which to learn the basics and also progress to racing, should you wish.

CANSail 1/2 sailors will be introduced to single-handed Opti sailing. Some students, depending on size and desire, can move to 420's. Optimists can be sailed comfortably by people from ages 8 - 15. This wide range of sailors is made possible by the different cut of the boats sails. Due to its inherent stability, robust construction and relatively small sail, the Optimist is often sailed in winds up to 30 knots. Optimists are used for beginners, but most sailors continue to race them up to 13 to 14 years of age. The age limit for the class is 15 and recommended sailor weight of a maximum of 120 pounds.

Once you reach CANSail 3/4 or 5/6, you will be sailing in Club 420's and Laser Radial's, depending on your size and weight. The Club 420 is a double-handed boat and is great for learning the basics and for racing. We recommend the two sailors combined weight is a maximum of 240 to 280 pounds. The Laser Radials are a smaller version of a regular laser, with a shorter mast and reduced sail size. Laser Radial's are a single-handed boat.





## Rothesay Yacht Club Learn to Sail Program Day-by-Day

We want our RYC sailors to have an exceptional summer on the water. As such, we have a few operational, safety and conduct guidelines outline below.

### **Drop-off and Pick-up**

The RYC Learn to Sail program starts everyday with drop off between 8:45 and 9:00 a.m. Rigging will usually start right away! Pick up is at 4:00 p.m. Supervision will not be provided before or after these hours of operation. If your sailor will not be attending due to appointments, illness, etc., please let an instructor know as soon as possible, the morning of, or a day ahead.

### **What to Bring**

Sailors are to bring the items listed below everyday. Please note that flip flops are not acceptable footwear; all sailors must have closed toe shoes or sailing booties/shoes. If the sailor does not have proper clothing or equipment, including shoes, the instructor may decide that they should not go out on the water that day.



No fancy or expensive gear is needed! A lifejacket , bathing suit, hat and sunscreen is the best starting point. A useful strategy for clothing is layering: the temperature can be very different on land versus on the water and may change during the day. Quick-dry fabrics and wind-proof layer on the upper body is recommended. Clothes will get wet and seats of pants and shorts have a good chance of getting torn or ripped. Always please pack a spare set of clothes.

- Canadian Cost Guard approved lifejacket or PFD
- Closed toed shoes (no sandals or flip flops) - this will be enforced!
- Any medications and instructions for use (Medication Administration Permission Form)
- Full change of weather appropriate clothes (and warm clothing options like sweatshirt, fleece, etc.) •  
Spray top / rain jacket / foul weather gear, as needed
- Towel
- Water bottle
- Sunscreen (SPF 30+)
- Bathing Suit
- Hat
- Sunglasses with floatable head band attached

We strongly recommend that every item you send with your sailor be clearly and prominently labeled with your family name; items will inevitably get misplaced during the course of the day. If your sailor is taking medication we need to administer, please ensure that the Learn to Sail Director and/or Head Instructor are notified. Parents are required to complete a Medication Administration Permission Form.

### **Lunch**

Please ensure your sailor brings a healthy lunch, a few snacks and lots of water in a reusable water bottle, please. As our calendar of events indicate, Tuesdays are BBQ days and Thursdays are pizza day. When registering, please indicate if you'll be purchasing these meals for your sailor. Costs are outlined during registration.



## **Electronics Policy**

We have a “no electronics” policy and we expect our instructors to lead by example.

This policy is in place for several reasons. First, devices are distracting! The RYC Learn to Sail program strives to encourage sailors to live a fun and active lifestyle. Mobile phones, iPads and iPhones are a distraction during lessons and negatively impact the sailing experience. Second, the building is not secure during the day, and as such, we cannot guarantee the safety of the devices. Finally, sailing is wet! Sailors have the tendency to bring half the river with them when they return to shore and such an environment is not ideal for expensive electronic devices.

We have a phone in the spar shed that sailors can use in the event that they need to call their parents or guardians. If you would like your child to have a cell phone during the day, that is of course fine. We simply ask that it is kept in their bag during sailing hours. The program takes no responsibility for any loss or damage of the device. Instructors have permission to put away any devices until the end of day that are out during the hours of 9:00 to 4:00 p.m.

## **Parental Support**

Parent volunteers are a vital part of the success of our program. We have a number of activities throughout the course of the program that will require extra help from you, the parents. Things like Tuesday BBQ's, potlucks, theme days (with costumes!), the Circuit Regatta held the second weekend in August, and the Awards Banquet. We welcome (and need) participation from our sailors' families!



## Circuit Regattas

RYC encourages development of excellence in sailing through participation in area regattas. To that end, the Learn to Sail program will support those sailors who wish to attend appropriate junior sailing events. The typical season includes participation at race weekends at the Royal Kennebecasis Yacht Club, the Greater Shediac Sailing School, and our own regatta the 2nd weekend in August. Regattas are also held in Nova Scotia. Participation in regattas outside NB will be dependent on demand.



An important component of successful regattas are parental support. The amount of involvement, and the distance to travel, varies by regatta. Carpools are often as fun as the regatta, and to make this happen, we need help with coordination and drives.

The Learn to Sail Director will decide which regattas, if any, will be feasible to attend based on interest, timing and staffing. The Director will ensure that both instructors and parents fully understand the regatta policy and therefore their responsibilities and duties.





## **Rothesay Yacht Club Learn to Sail Summer Calendar**

### Learn to Sail BBQ Days

Every Tuesday, the RYC Learn to Sail program will host a BBQ at the Clubhouse, with hamburgers, hot dogs, drinks and cool treats. We will go to great efforts to accommodate sailors with food sensitivities and allergies. Order and pay when you register.

### Pizza Day

Who doesn't love pizza? Hot, cheesy pizza will be served up for sailors every Thursday for lunch at the Clubhouse. Sailors can choose between cheese and pepperoni. Again, allergies will be given consideration. Order and pay when you register.

### Adventure Day

Every Friday, providing the weather cooperates, our sailors will go on a sailing adventure to an unknown shore. These adventures can take them to exotic locations like Moss Glen, Long Island, or Ministers Face. Who knows what adventure awaits them there?

### Theme Day

The second Wednesday of each session, the whole day will be filled with activities, music and attire based on a theme chosen by the sailors. Who knows what they might choose... invading pirates of the Kennebecasis? Superheros coming to the rescue? Christmas in the summer?.... The ideas are endless and are only limited to the imagination of the sailors. It's all about having fun in a safe way!



# Safety at the RYC Learn to Sail Program

Safety is paramount at RYC. Our coaching staff are all certified in First Aid/CPR, Pleasure Craft Operators Certified, Coach Boat Safety and Radio Operators Certified. All coaches are insured through Sail Canada. On the water, coaches carry Participant Information Form and Emergency Action Plan (EAP) at all times. Each coach boat is equipped with all Transport Canada required safety equipment and an updated first aid kit and a VHF radio. All instructors are required to adhere to all Sail Canada and Club safety requirements and EAP procedures. Depending upon the severity of the accident or incident, the Club's Emergency Action/Response Plan may be activated.



If an injury is serious, emergency responders may be contacted, a parent or guardian will be notified immediately and the individual may be brought to the local emergency department. An instructor will accompany the sailor to the emergency department and bring the student's Medical Form. Emergency numbers are posted next to all phones. Sailor Medical Forms are on file in the Sailing Office.

Any injury to a sailor or instructor will be reported in writing on the appropriate Accident/Incident Form. The form will be completed by the instructor involved in the incident, in consultation with the Head Instructor. The Learn to Sail Director will be notified of the incident. Copies will be filed in the Sailing Office on the day of the occurrence and a copy of the report will be retained by the instructor involved. The Accident/Incident Report will establish the facts as they occurred and the actions taken by the staff while dealing with the accident. Procedures for reporting any accident, minor or major, are strictly enforced.

## Weather

Sailing is a complex sport to master and it's important that students feel comfortable with their skills in the boat. It is also important that sailors learn to respect and appreciate the power of the environment in which they sail. Wind, waves and currents are some of the aspects that make sailing so exhilarating, but they can be factors that can make sailing quite frightening for the inexperienced sailor.



Maintaining a fun and safe learning environment is our main priority, and as such, when wind speeds exceed 15 knots (approx. 28 klm/hour), it is at the discretion of the instructor to decide whether the Wet Feet and CANSail 1 program will go out on the water. If there is excessive rain, we will also not be going out on the water. On these days, we will play sailing related games as well as provide sailing land lessons, such as what to wear when sailing, tying knots and reading the wind.

### **Outboard Motor Propeller Guards**

An unprotected propeller on an outboard or inboard motor can cause serious injuries. All RYC coach boards are equipped with “prop guards” to add an important margin of safety for our sailors.

### **Swimming**

The RYC is very lucky to be located on the beautiful Kennebecasis River. Our sailors will, inevitably, hop in “the drink” while sailing, however In order to keep everyone safe, we ask that all sailors abide by the following rules for swimming:

- Sailors must be careful to look for any boats or tenders that might be coming or going from the harbour. All jumping must be feet first and there will be no throwing or pushing friends in the water!
- Sailors in Wet Feet and CANSail 1 must wear life jackets/PFD’s when swimming and jumping in the water
- Sailors in CANSail 2 and up will have their swimming ability assessed by the Head Instructor/Instructor

All students, regardless of age or number of years in a program, are required to take a swim check on the first day of the session. The purpose of the swim check is for students to become accustomed to being in the water with their life jackets on and for instructors to get an idea of the sailor’s swimming ability.



## Daily Equipment Check and Maintenance

A daily check of all equipment and procedures is in place to fix anything that is broken or compromised. Equipment such as club-owned boats and coach boats will be checked before each class and again at the end of the day. If a boat is determined to be unsafe, it will be taken out of service and fixed before it is returned to service. If a piece of equipment is broken, it will be repaired and a maintenance report will be maintained.



## Protocols

What practices and protocols are in place at the Rothesay Yacht Club Learn to Sail Program to ensure sailor's personal safety on shore?

In order to ensure the safety of its junior sailors, the RYC Learn to Sail program follows the recommendations contained within the Sail Canada Safe Sport Guidelines. These include the Responsible Coaching Movement, which is a call to action for sport organizations to protect the health and safety of athletes, both on and off the water. The

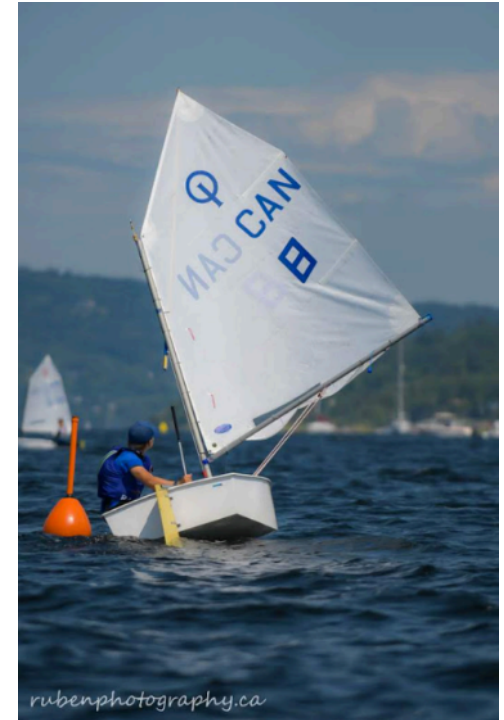
Rothesay Yacht Club and Sail Canada is committed to providing the following training for certified coaches:

Background screening - Vulnerable Sector screening is required for all employees working for the Learn to Sail program, as well as all "regular" parent volunteers who assist on the premises or traveling with RYC Junior Sailors to regattas. The application process for a Criminal Record Check with the Kennebecasis Regional Police Force is as follows:

- a). visit [www.kennebecasisregionalpolice.com](http://www.kennebecasisregionalpolice.com)
- b). Click on the Services Tab and go to the Criminal Record Check page.
- c). You will be redirected to Forrest Green Police Solutions for the submission of your application and payment.
- d). There is a \$35 Fee for non-volunteer applications and a \$15 fee for volunteer applications.



- Open and Observable Coaching Environment (also known as the Rule of Two) – which stipulates that a coach or instructor cannot be alone with a youth sailor, and must have another responsible person within eyesight at all times;
- ☐ ● Traveling Team Policy - this establishes standards of behaviour and manages expectations of the team and instructors, thereby providing a sense of structure and familiarity while in an otherwise less familiar setting. Team Travel is defined as overnight travel to or at an event or regatta that is planned and supervised by the instructors.
- ☐ ● Parental Consent Form for Travel - this form gives parental permission for a child to travel with the Instructor to an event/regatta and acknowledges that the Instructor is acting as a chaperone for their child for the duration of the event/regatta.
- ☐ ● RYC Media Policy and Parental Media Release Form - The Learn to Sail program follows the RYC Social Media Policy. We request parents sign an Image Consent Form to either grant, or not grant, us permission for their child's image to be used to promote the RYC Learn to Sail program and the sport of sailing. Privacy is of utmost importance, thus names are never used when images are posted.
- ☐ ● Codes of Conduct and Safety Rules - The Learn to Sail program sailors, instructors, parents and director follow the Codes of Conduct relating to the program, the RYC and Sail Canada and the Learn to Sail Safety Rules, which ensure all sailors, instructors and members of the RYC sailing community can enjoy sailing in a safe and fun environment.
- ☐ ● RYC Harassment Policy - The Learn to Sail program follows the RYC Harassment Policy, which ensure all sailors, instructors and members of the RYC sailing community can enjoy sailing in a safe and fun environment.



What practices and protocols are in place at the Rothesay Yacht Club Learn to Sail Program to ensure sailor's personal safety on water?

Every year, our instructors are certified by Sail Canada and are required to hold the following certifications:

- Instructor Certification Fundamentals Course
- Water Skills Certification Course
- Coach Boat Safety Course
- Updated First Aid and CPR training
- Possess an valid Pleasure Craft Operators Card
- Insured by Sail Canada
- Familiar with, follow and practice the Sail Canada procedures for dealing with Entrapment
- Experienced sailors and racers
- Attended the RYC Learn to Sail program, reaching a minimum CANSail 3/4 level
- Familiar with the waters around the RYC and beyond
- Holders of current Lifesaving Society Bronze Medallion, Bronze Cross and /or National Lifeguard Certification (at least one, if not more, of our instructors per season)



## Rothesay Yacht Club Learn to Sail Programs 2025

Below is a general outline of our program offerings. Where any particular sailor will be placed in terms of class will depend on their pre-requisites, proven skill level and also on other registrants. For our CANSail 1&2 and CANSail 3&4 levels, a variety of dinghies will be used (Opti's, 420's and Laser Radials), dependent on sailors' age, size, pre-requisites and registration numbers.

Programs, sessions and fees are outlined below. All registration is done through our online Checkclick registration system using a credit card number. Please refer to our Registration Policy and Guidelines included at the end of this document.

<b>Program Name</b>	<b>Date</b>	<b>Day</b>	<b>Time</b>	<b># of Sailors/Session</b>	<b>Cost/2 week session</b>
<b>Wetfeet / CANSail 1&amp;2 / CANSail 3&amp;4 / CANSail 5&amp;6</b>	July 4th - 15th	Monday - Friday	9:00 a.m. - 4:00 p.m.	30	\$450.00 plus 7% Admin Fee
<b>Wetfeet / CANSail 1&amp;2 / CANSail 3&amp;4 / CANSail 5&amp;6</b>	July 18th - July 29th	Monday - Friday	9:00 a.m. - 4:00 p.m.	30	\$495.00 plus 7% Admin Fee
<b>Wetfeet / CANSail 1&amp;2 / CANSail 3&amp;4 / CANSail 5&amp;6</b>	August 1st - 12th	Monday - Friday	9:00 a.m. - 4:00 p.m.	30	\$495.00 plus 7% Admin Fee
<b>Wetfeet / CANSail 1&amp;2 / CANSail 3&amp;4 / CANSail 5&amp;6</b>	August 15th - August 26th	Monday - Friday	9:00 a.m. - 4:00 p.m.	30	\$470.00 plus 7% Admin Fee
<b>Adult Learn to Sail July Sessions</b>	July 8th - Aug 26	Tuesday	6:00 p.m. - 9:00 p.m.	16	\$495.00 plus 7% Admin Fee





## **Wet Feet**

The Wet Feet program is designed for children six to eight years old and have no sailing experience. RYC minimum age requirement is seven years of age. This program introduces children to sailing in a fun and safe environment. It is likely that during each of our two week sessions, children will progress through the Wet Feet outcomes and move into CANSail 1.

The program being with approximately two sailors per boat, with the ultimate goal being each sailor able to skipper their boat on their own. The CANSail course curriculum includes a thorough introduction and overview to sailing and boat-handling skills, including rigging, boat parts, points of sail and safety. Our trained and certified instructors are chosen for their exceptional skills working with children.

When weather does not cooperate with us, we will participate in off-water activities such as knots, role-playing, and other sailing related instructional games. The program builds confidence, self-esteem and friends for life.

Boats: Opti's

Ages: 7 - 8 years old

Pre-requisites: None

## **CANSail 1 & 2**

The RYC Basic Sailing CANSail 1 & 2 program is the foundation for sailors with basic sailing experience. The focus of this class is to get out on the water, become more familiar with boat and sailing terminology, to continue to develop fundamental sailing techniques, and of course, to have fun!

The program primarily uses Opti's and 420's, single and double handed dinghy's that allow for interaction among sailors and a fun learning environment. Classes will be divided according to dinghy. Successful completion of this class will allow sailors to move into RYC's Advanced Sailing program, CANSail 3 & 4.

Boats: Opti's and 420's

Ages: 8 - 16 years

Pre-requisites: None required for CANSail 1





### **CANSail 3 & 4**

The Advanced CANSail 3 & 4 program builds on the boat-handling skills acquired in Basic Sailing. Sailors at this level participate in either and Opti, 420 or Laser dinghy. Classes will be divided according to dinghy. The fundamental boat-handling skills learned in the 420 and Laser boats are refined as sailors begin to learn further advanced techniques. Opti racing skills are refined. Sailors in all three dinghy classes will learn more about the effects of sail shape on speed, as well as boat maintenance.

Boats: Opti, 420 and Laser

Ages: 10 - 16 years old

Pre-requisites: CANSail 2

### **CANSail 5 & 6**

The RYC Learn to Sail program is able to offer this level of program only if the sailor has been granted permission directly from Sail NB. If we are able to offer this program, it will be listed as an option on our registration site.

## Regattas and Racing

RYC strives to introduce interested sailors to the world of competitive dinghy racing. As enrolment supports, classes and/or instruction is offered in the Opti, 420 and Laser boats and can include and accommodate sailors from a beginner racing level to higher caliber racers. Teams may train and compete in regattas throughout New Brunswick; teams are taught by experienced coaches.

Regatta are as follows:

<b>Regatta</b>	<b>Date</b>
<b>Royal Kennebecasis Yacht Club</b>	
<b>Shediac Bay Yacht Club</b>	
<b>Rothesay Yacht Club</b>	
<b>Sail East</b>	



## Rothesay Yacht Club Learn to Sail Program Code of Conduct

The Rothesay Yacht Club's Code of Conduct has been developed to let you, a RYC sailor, know how you are expected to act during the time in the RYC Learn to Sail Program. Appropriate behavior will allow you to become a well-rounded, self-confident sailor and RYC member. All sailors must respect RYC Rules and Regulations and Sail Canada's Code of Conduct.

We expect the highest level of sportsmanship, teamwork, fair play and good behavior from you. The use of alcohol, drugs or tobacco of any kind, by any participant, at any time, is strictly prohibited. As a member of this team you represent the RYC, the Learn to Sail program and your family. Your behaviour, on and off the water, should be to maintain this level of sportsmanship and conduct and to make other sailors proud to be a part of this organization. In order to achieve this, we ask you to:

Sail for fun and the love of the sport

Enjoy yourself

Work hard to improve you 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

Appreciate the contribution each person makes to the program

Learn the rules and play by them

Always be a good sport and set a positive example for others, particularly younger sailors

RYC does not tolerate any form of bullying, be it based on ability, age, race, sex, gender, sexual orientation, religion or socio-economic status. Non-compliance of this regulation will result in a revision of your registration, possible suspension and the possibility that you will be asked to leave the program.

As an RYC sailor, you must respect your instructors, your peers and the members of the Club. Fun and safe learning environments are essential to the CANSail curriculum. Sailing is a difficult sport to master and having a respectful and supportive environment is crucial.

You must respect the RYC Sailing Program's equipment and facility. Like hockey, skiing and cycling, sailing required equipment that is expensive. RYC is fortunate enough to have a supportive Club that strives to provide its junior sailors with the best gear and boats, so that all sailors have the opportunity to learn the joy of sailing. Similarly, the program's instructors put in a significant effort to maintain equipment, so that it will last and provide the best sailing available. We ask that you respect the equipment and care for it as if it's your own.

We expect you to:

Use good language. The use of profanity, obscene language or obscene gestures is not permitted

Respect your instructors, you fellow participants, opponents and officials. The rules of Sail Canada and RYC are to be observed by all

Take care of your equipment and treat it like your own

Unsportsmanlike conduct will not be tolerated. RYC sailors must realize that they represent a traditions of fairness in competition

Be on time for sessions. Being late holds up your group and they can't hit the water without you

Leave all cell phones in your bag or backpack during instructional time, including on land and on the water

Never participate in any physical or verbal violence or fighting, under any circumstances

### **Penalties and Discipline Enforced by RYC**

Failure to follow the RYC Sailor Code of Conduct will result in consequences. The RYC disciplinary system works on a three-strike policy.

1. First Strike: The sailor will be warned by an instructor. The strike will be recorded on the sailor's file by the Head Instructor and the Learn to Sail Director will be notified.
2. Second Strike: The sailor will be warned by an instructor. The sailor may be asked to sit out for the rest of the class/day. Parents/Guardians will be informed and asked to meet with the Head Instructor and Learn to Sail Director to discuss the first and second transgressions and to make a plan to avoid any further misbehaviour. The strike and meeting notes will be documents in the sailor's file.
3. Third Strike: The sailor will be asked to sit out for the rest of the day, for the rest of the week, or for the remainder of the session, depending on the severity of the incident. Parent/Guardian will be informed and asked to meet with the Head Instructor and Learn to Sail Director. The Commodore will also be informed. The strike will be documented in the sailor's file.

Continued abuse of the rules by a sailor participant will result in expulsion from the program. Parent/Guardian and the Commodore will be informed. The strike will be documents in the sailor's file. No fee will be refunded.

## Expectations of Parents and Guardians

Since RYC sets expectations for our sailors, we feel it only fair that we apply the same standard 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
- Make their participation fun
- Support their desire to learn to sail
- Show a positive attitude the RYC Learn to Sail program and all it's participants
- Applaud a good effort in victory and in defeat and enforce the positive points of the sport
- Familiarize yourself with your child's Learn to Sail program

Additionally, we always welcome feedback from you. We ask that if you have any concerns, that you first address them to your child's instructor. If you are not satisfied that the issue has been addressed, speak with the Head Instructor. If at that point you feel your concerns are not be addressed, please take your concern to the Learn to Sail Director.

# General Rothesay Yacht Club Learn to Sail Program Safety Rules

The following are general safety rules to be followed by everyone in the RYC Learn to Sail program. Sailors will be asked to sign a copy of the rules and discipline policy prior to the start of their session.

1. Sailors cannot be on docks or floats without supervision and a life jacket/PFD
2. Sailors must wear life jackets/PFDs that are secured at all times when on docks, floats, boats or in the water (by sailors and instructors)
3. Sailors must wear closed-toe footwear at all times
4. Sailors should not run on docks, floats or parking areas
5. Sailors cannot swim without the supervision of an instructor
6. Sailors cannot jump off boats (except with the permission of the instructors)
7. Sailors must respect one another, their instructors, Club members and staff (Rough play, pushing or hitting will not be tolerated, for any reason)
8. Sailors must use respectful language - swearing, foul or rude language will not be tolerated, for any reason
12. Sailors should not litter on land or on water
9. Sailors must stay with the class unless they have permission from an instructor to leave
10. Sailors must make an effort to sail out and return to docks together/with a buddy
11. Prior to drills, all sailors in boats must stay within hailing distance of the coach boat
12. Sailors must watch fingers and feet between boats, docks and moving parts
13. Sailors must properly return and put away Club owned boats after use
14. Sailors must make every effort to avoid collisions on the water
15. Sailors are to stay in and around the designated Spar Shed building area (except with the permission of the instructor)
20. Sailors must respect Club property and the private property of its members
16. Sailors will not smoke cigarettes and/or drugs, or drink alcohol on the RYC property
17. Sailors must respect the "Golden Rules of the RYC Sailing School", which are posted around the Club

## Registration Policy - Rothesay Yacht Club Learn to Sail

RYC is committed to the satisfaction of all our members enrolling in our Club programming. Participants registering for the Learn to Sail program must refer and agree to the following policies:

1. Registrations can be done on the Rothesay Yacht Club website, using the “Register Now” button which takes you to Checkclick - <https://www.rothesayyachtclub.com/learn-to-sail>
2. All membership fees or other outstanding amounts must be paid in full to register for any Learn to Sail Program.
3. Registration fees must be paid in full at the time of enrolment.
4. RYC offers a private boat discount of \$30.00 per session.
5. RYC offers discounts to RYC Family members of \$40.00 per sailor per session.
6. Enrolment is accepted on the following basis: we will make every attempt for RYC members to enjoy a two week pre-registration window before it is open to the general public. Registration is accepted on a first-come, first-serve basis. No spot will be held for any amount of time without payment. Partial payments or deposits will not be accepted to hold a spot.
7. All registrations are non-refundable and will only be considered in the following situations:
  - a. A program or session is cancelled by RYC, or
  - b. A participant cannot participate due to a medical reason substantiated by a medical note from a doctor.
8. All refunds must be approved by the Director of Sailing
9. We use Checkclick online software for all program registrations and waitlists. Learn to Sail fees are paid using a credit card at the time of registration. There is a 7% administration fee assigned to each registration.
10. If a session is full, a waitlist option is available. A refundable deposit of \$50 is required to join a Waitlist. If a position becomes available, they will be contacted by the club and given 48 hours to enrol. If the 48 hours pass without payment, the spot will be offered to the next person on the waitlist.
11. Sailors who wish to participate in regattas will be required to pay additional fees related to regatta registration, transportation and other related costs. This will be set up on the Checkclick system once dates are confirmed.
12. RYC programs and sessions are subject to change.
13. RYC reserves the right to cancel programs or sessions if a minimum registration number is not obtained prior to the start date. In this case, a full refund will be issued.

## Forms

One of the improvements we have made to our program over the last few years is that all our Learn to Sail program registration has been moved online!

Please visit our website to register. In the event that you cannot access the system, we have included a paper version of our registration form at the end of this document. If paper registration is necessary, it should be completed and submitted, along with payment in full to the Director of the Learn to Sail (LTSD) program. Contact can be made at [learn@ryclub.ca](mailto:learn@ryclub.ca).

In addition to completion of the online registration form, the forms listed below must be read, understood, signed and returned to the Learn to Sail Director before the start of the summer program. A paper version of the registration form is also included for those who need to register with the LTSD.

<b>Form Name</b>
Rules & Discipline Policy (Signature Form)
Learn to Sail Program Waiver (and Audio-Visual Image Release Signature Form)
Medical Form and Release (Signature Form)
Media Release Form (Signature Form)
Lunch Release Form (Signature Form)
Learn to Sail Registration Form (please use our online registration system, but in the event you cannot)

# Rothesay Yacht Club Learn to Sail Program Rules and Discipline Policy

This form acknowledges you have read and understood the RYC Sailor Safety Rules and Code of Conduct. Failure to comply with the expectations will result in penalties and consequences. The RYC disciplinary system works on a three-strike policy.

First Strike - The sailor will be warned by an instructor. The strike will be recorded on the sailor's file and the Learn to Sail Director (LTSD) will be notified.

Second Strike - The sailor will be warned by an instructor. The sailor may be asked to sit out the rest of the class/day. Parent/guardian will be informed and asked to meet the LTSD to discuss the first and second transgressions and to make a plan to avoid any further misbehaviour. The strike and meeting notes will be documented in the sailor's file.

Third Strike - The sailor will be asked to sit out for the rest of the day, for the rest of the week or for the remainder of the session, depending on the severity of the incident. Parent/guardian will be informed and asked to meet with the LTSD. The Commodore will also be informed. The strike will be documented in the sailor's file.

Continued abuse of the rules by a sailor participant will result in expulsion from the program. Parent/guardian and the Commodore will be informed. The strike will be documented in the sailors file. No fee will be refunded.

---

Date	Signature of Parent/Guardian	Name of Parent/Guardian
------	------------------------------	-------------------------

---

Date	Signature of Sailor	Name of Sailor
------	---------------------	----------------



## Rothesay Yacht Club Learn to Sail Program Waiver

We, the undersigned, being an applicant for admission to the Rothesay Yacht Club Learn to Sail program, and as a parent/guardian of the applicant, do hereby acknowledge that participation in the Learn to Sail program poses certain inherent risks which cannot be avoided and acknowledge that we are accepting those risks.

In consideration of the acceptance of applicant's application, we release and forever discharge Rothesay Yacht Club, its officers, its board of directors, its Learn to Sail program employees and volunteers, their servants, agents, and employees, from any claim for property damage, injury or death arising out of or during the course of nay participation in the Learn to Sail program.

We represent that we have and will maintain sufficient coverage under our homeowner's or tenant's liability insurance policy for any negligent acts of applicant in his/her pursuance of program activities.

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

# Rothesay Yacht Club Learn to Sail Medical Form and Release

Sailor Name. \_\_\_\_\_

Medicare Card Number \_\_\_\_\_

Date of Birth. \_\_\_\_\_ Sex \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Date of last tetanus shot \_\_\_\_\_

Please list any past medical problems \_\_\_\_\_

Surgical history. \_\_\_\_\_

Current medications taken \_\_\_\_\_

Food \_\_\_\_\_ allergies

\_\_\_\_\_

Other allergies (including insects, environmental, etc.) \_\_\_\_\_

Restrictions on physical activity \_\_\_\_\_

Learning challenges \_\_\_\_\_

Additional comments/information \_\_\_\_\_

Physician's Name. \_\_\_\_\_ Physician's Telephone. \_\_\_\_\_

Emergency Contacts

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_

I, \_\_\_\_\_, (Parent/Guardian) authorize the RYC Learn to Sail program organizers or their employees to sanction emergency treatment if none of the student's emergency contacts or Parent/Guardians can be reached at the time of an emergency.

---

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

## Rothesay Yacht Club Learn to Sail Lunch Release

For reasons of safety, we require written permission for any sailor to leave the RYC premises for lunch.

Please be advised that the RYC and its employees cannot be held responsible for the safety of your child/children once they have left the RYC grounds. Sailors are required to inform instructors when they wish to leave for lunch. An instructor or Learn to Sail volunteer will be at the club during the lunch hour.

I, \_\_\_\_\_, give permission for \_\_\_\_\_ to leave the RYC grounds for lunch. In doing so, I realize that RYC and its employees cannot be held responsible for my child's well-being during his/her absence.

---

Parent/Guardian Signature

Date

# Rothesay Yacht Club Image Consent Form

Child's (Participant) Name: \_\_\_\_\_

1. I Hereby grant the RYC Learn to Sail Program the permission to photograph and/or record Participant's image and/or voice on still or motion picture film and/or audio tape (collectively the "Images), and to use the Images to promote the sport of sailing and/ or the RYC Learn to Sail Program through traditional media such as newsletters, websites, television, film radio, print and/or display form, and through social media such as Instagram, Facebook, YouTube, and Twitter. I understand that I waive any claim to remuneration for use of audio/visual materials used for these purposes. This consent will remain in effect in perpetuity.
2. I hereby fully release, discharge, and agree to save harmless the RYC Learn to Sail Program, for any and all claims, demands, actions, damages, losses or costs that might arise out of the collection, use or disclosure of the Images or taking, publication, distortion of the Images, negatives, and masters or nay other likeness or representation of the Participant that may occur or be produced in the taking of said Images or in any subsequent processing thereof, including without limitation any claims for libel, passing off, misappropriation of personality or invasion of privacy.
3. I UNDERSTAND AND AGREE, that I have read and understood the terms and conditions of this document. On behalf of me, my heirs and assigns, I agree that I am signing this document voluntarily and to abide by such terms and conditions.

Signature of Participant: \_\_\_\_\_

OR, if the Participant is younger than the age of majority

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

# Rothesay Yacht Club Learn to Sail Program Master Registration Form

(\*One Master Form (below) must be completed per sailor, but only one Registration Chart (next page) need be completed per

family) Sailor's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Parent/Guardian #1 \_\_\_\_\_ Relationship to Sailor: \_\_\_\_\_

Parent/Guardian email: \_\_\_\_\_ Parent cell/phone #: \_\_\_\_\_

Parent/Guardian #1 \_\_\_\_\_ Relationship to Sailor: \_\_\_\_\_

Parent/Guardian email: \_\_\_\_\_ Parent cell/phone #: \_\_\_\_\_

Sibling(s) in RYC program? If so, name(s): \_\_\_\_\_

Mailing address: \_\_\_\_\_

Are you a member of the RYC? \_\_\_\_\_

(circle/highlight)

Last CANSail level awarded: Wetfeet CANSail 1 CANSail 2 CANSail 3 CANSail 4 CANSail 5 Last CANSail level registered in 2019:

Wetfeet CANSail 1 CANSail 2 CANSail 3 CANSail 4 CANSail 5

Will you bring your own boat to the program? (\$30.00 per session discount) Yes: \_\_\_\_\_ No: \_\_\_\_\_

Program Name	Session	Day	Time		Quantity	Amount
Wetfeet / CANSail 1&2 / CANSail 3&4 / CANSail 5&6	1	Monday - Friday	9:00 a.m. - 4:00 p.m.			
Wetfeet / CANSail 1&2 / CANSail 3&4 / CANSail 5&6	2	Monday - Friday	9:00 a.m. - 4:00 p.m.			
Wetfeet / CANSail 1&2 / CANSail 3&4 / CANSail 5&6	3	Monday - Friday	9:00 a.m. - 4:00 p.m.			
Wetfeet / CANSail 1&2 / CANSail 3&4 / CANSail 5&6	4	Monday - Friday	9:00 a.m. - 4:00 p.m.			
Adult Learn to Sail		Tuesdays	6:00 - 9:00 p.m.			
		Private Boat Discount (-\$30.00/				
		RYC Member Discount (\$20.00 per sailor/ session)				
					Subtotal	
		Sail NB Fee (once per season, \$15 per sailor)				
					TOTAL DUE	

PAYMENT METHOD (circle) Visa MasterCard Cheque (payable to Rothesay Yacht Club)



VISA/MASTERCARD # \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ Expiry Date: (00/00) \_\_\_\_\_ CVV \_\_\_\_\_