



**Summer Youth Program Parent
Handbook 2021**

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Our Mission Statement

The Austin Yacht Club (“AYC”) Junior Sailing Program goals are to:

- Provide a fun and educational program for youth interested in sailing and boating.
- Maintain a safe program and teach our students safe sailing practices.
- Impart a love of sailing and boating as a lifetime sport while providing the fundamental skills necessary for participants to advance in the sports as far as their desire, skill, and hard work may take them.
- Provide a curriculum with current and effective techniques. Our coaches’ goal will be to create skilled and confident youths who will respect others, will care for their equipment and the marine environment, and will be willing to help fellow sailors and boaters on and off the water.
- Work to ensure all campers will emerge with an enhanced sense of self-reliance, knowledge of seamanship, appreciation of teamwork, and solid foundation of knowledge in sailing and boating.

People to Know

Austin Yacht Club Board of Directors

Commodore

Diane Covert, commodore@austinyachtclub.net

Sail Training Commander

Ann Kitzmiller, sail_training@austinyachtclub.net

Austin Yacht Club Staff

General Manager

Jackie Wheeless, gm@austinyachtclub.net

Sailing Director

Bobby Brooks, bobby@austinyachtclub.net

Youth Program Director

Spencer LeGrande, spencer@austinyachtclub.net

Groundskeeper

Tom Cunningham, tom@austinyachtclub.net

Parent Orientation Meeting

Please join us on Zoom to meet the Junior Sailing Camp staff, preview the facilities, and ask any questions. Campers, friends, family, and potential campers are more than welcome to attend.

Date: Wednesday May 19th 2021

Time: 6:00-7:30PM

Zoom: <https://us02web.zoom.us/j/9667643299?pwd=dkh5LzlkZjlUQ2cyQTl2S0l2OTZnQT09>

Meeting ID: 966 764 3299

Passcode: summerfun

Contact Information

Youth Sailing Director: Spencer LeGrande

Email: Spencer@austinyachtclub.net

Phone: (512) 266-1336 ext. 103

Fax: (512) 266-9804

- If you need to contact the Sailing Coach, please call the Austin Yacht Club office.
- If you reach the answering machine, please leave a detailed message, and someone will return your call as soon as possible.
- If you have a specific need to discuss a comment, concern, idea or issue with the Sailing Coach, please call the Austin Yacht Club office to schedule an appointment.

Please note:

- Sailors are discouraged from using the AYC phone to call home or to receive calls except in an emergency. We find that calls home interrupt the routine of a sailor's day. Messages may be left with the Sailing Coach during operating hours.

Requirements for Participation

Sailors must:

- Check-in before camp to get their temperatures recorded and symptoms reviewed.
- Wear a cloth facemask.
- Bring their own snacks and water bottles.
- Rig at least 6 feet away from another sailor.
- Complete a swim check administered the first day of every camp session. Comfort in the water is a fundamental part of safe sailing. Sailors will be expected to swim 50 yards, tread water for 1 minute, and then put their lifejacket on while in the water. Sailors will not be allowed to participate in on-the-water activities until they have completed the swim check.
- Complete a capsizing recovery taught and administered the first day of every camp session. This will involve each sailor capsizing a boat and righting it according to AYC procedure.

Parents and Guardians must:

- Complete online registration, pay in full, and sign waivers by the first day of the session. Sailors will not be allowed to participate without completed medical information on file and full payment.
- Provide their sailor with the proper personal equipment necessary for sailing activities.
- Accept financial responsibility for any damage or loss of property that occurs while their child is steering a boat or any other action of their child during AYC activities. The Sailing Coach, in consultation with the responsible counselor(s), will review any incident in which damage occurs and determine who is financially responsible.
- Adhere to the Personal Grievance Policy (see page 7) if there is a personal grievance with a counselor or other AYC employee, or any volunteer or fellow participant.

Daily Schedule

8:00	Early drop-off
9:00	Morning chalk talk and sunscreen
9:30	Morning sail
12:00	Lunch
12:45	Pool time
1:30	Afternoon chalk talk and sunscreen
2:00	Afternoon sail
4:15	Derigging
4:45	Debrief
5:00	Pick-up
6:00	End of late pick-up

Arrival and Departure Information

The Austin Yacht Club offers complimentary early drop off between 8:00 am and 9:00am and late pick-up between 5:00 pm and 6:00pm. **All campers must be picked up by 6:00 pm. AYC reserves the right to charge a late fee for pick-up after 6:00 pm.**

The Austin Yacht Club is a members-only gated facility. The gate will be open during drop-off and pick-up times only. Each morning, there will be a check-in station outside of the gate where sailors will have their temperatures taken. Masks are required everywhere on AYC Grounds. After check-in sailors will need to spread out and practice social distancing.

You will need to sign your camper in and out every time you drop them off or pick them up. You will be asked to provide a list of people who are authorized to pick up your child on the first day of camp. If the list of names needs to be changed, you must bring or fax the updated list of names with your signature to the AYC office. E-mail or telephone notification of additional permissions for pick-up will not be accepted.

Prompt arrival and continuous attendance are important factors in getting the most out of the Junior Sailing Camp. Campers who arrive late may delay or disrupt scheduled lessons, activities, and sailing time. Classes will meet regardless of weather and attendance will be taken. **If a camper must miss camp or will be arriving late, please notify the club office at (512) 266-1336.**

Lunch

Boxed lunches (sandwich and chips) from Thundercloud Subs may be purchased for an additional \$28.00 a week (Monday-Thursday). Friday is pizza day (included in registration). AYC will provide drinks (lemonade and water) throughout the day and an afternoon snack. If you wish to send your camper with their own lunch, it may be stored in a cooler in the Sail Training building. Campers will not have access to a microwave.

Prescription Medication Procedures

If a camper is taking a prescription medication while s/he is in camp, the medication must be in the original container with the prescription label, and the Sailing Director shall place that medication in the "Prescription Medication Lock Box" located in the AYC office. The medication shall be administered by the Sailing Director. At no time shall a camper be allowed to self-administer the medication without the Sailing Director's supervision. The medication information and administration procedures must be documented in the Medical Information provided by the Parent/Guardian at registration.

What to Bring

Put your sailor's name on everything they bring to camp! All personal items must be stowed in the Sail Training building. Unclaimed items will be placed in the lost and found, located just outside the Sail Training building. AYC is not responsible for any lost, damaged, or stolen equipment or clothing.

Required Gear

- *Cloth facemask*
- Coast Guard Approved Life Jacket (only applies if providing your own)
- Swimsuit
- Towel
- Boat shoes, water shoes, suitable for getting wet, and closed-toe. **FLIP FLOPS AND SHOES WITHOUT BACKS ARE PROHIBITED.**
- A refillable water bottle. No disposable plastic bottles, please!
- Sunscreen
- Hat

Recommended Gear

- Sunglasses and strap (AYC will not be responsible for lost eyewear)
- Extra (dry) shirt/shorts/socks for after sailing
- Long sleeve shirt for extra sun protection
- Chapstick with sunscreen
- Duffel bag for gear
- Tennis shoes

We discourage campers from using phones at camp. They should be stored in the camper's bag throughout the day. We also discourage bringing any other kind of electronics or valuables to camp. Campers will not be allowed to use electronics during the day. These items are a distraction and detract from the mission statement of our camps. Counselors reserve the right to confiscate any electronics that are in use during the day. The camper can collect confiscated items from the Sailing Director's office at the end of the day.

Safety Rules

- A US Coast Guard approved Personal Floatation Device of at least Type III must be worn at all times while on the dock and on the water.
- Appropriate footwear must be worn at all times (closed-toe shoes).
- All participants will protect themselves sufficiently from prolonged exposure to the sun. It is the responsibility of the parent to send the child to class fully prepared (sunscreen, sunglasses, hat, and water bottle).
- Personal property is the responsibility of the student and not AYC staff.
- Participants are expected to stay in designated areas under their counselors' supervision. Certain areas will be off limits. No participant shall leave a class without permission.
- There will be no running, pushing or shoving on the docks. Diving from the docks and jumping from the upper levels of the training pavilion is strictly forbidden. No swimming without the permission of a counselor.
- There will be no abusing other students or instructors, physically or verbally. No disruptive behavior, disrespectful gestures, actions or language.
- AYC facilities and equipment must be kept clean and in good shape. Sailors must report all broken equipment and any unusual or unsafe condition to the Junior Sailing Camp staff as soon as possible.
- **All accidents, injuries must be reported to a counselor.** The "First Aid Station" is located in the AYC Sail Training Shelter. A log of all accidents and injuries will be kept by the Sailing Director.

Discipline

Sailors are expected to behave properly during class, and treat their coaches, peers, and AYC equipment with respect. The rules of the Junior Sailing Program are designed for the safety and comfort of all sailors and to protect AYC property. Sailors are expected to adhere to those rules.

For minor infractions: students who are disrespectful or disruptive physically or verbally will be given a verbal warning. After the first warning, if the behavior continues to occur, the coach will send the student to the Sailing Director's office. Depending on the severity of the action, the Director may call the parents and the transgression will be recorded. If the inappropriate behavior persists, the Director may ask to meet with the student and parents to discuss the repeated transgressions and make a plan to avoid any future misbehavior. The Sail Training Commander and/or General Manager may be included in this discussion. Any further transgressions may result in suspension or dismissal from lessons.

For serious infractions: students who engage in violent or destructive acts, violate the law or endanger fellow participants or instructors will be immediately sent to the Director's office. The Director may call the parents and under the discretion of the Director, the Sail Training Commander and the General Manager, the student may be suspended or dismissed from class. As AYC deems appropriate, it may also inform governmental authorities.

Students who are suspended or dismissed will receive no reimbursements for the Junior Sail Program fees. If a parent or sailor has a personal grievance, he or she must follow the Personal Grievance Policy.

All instances will be logged, which will provide a reference to the AYC Board of Directors, staff, and outside parties, if necessary.

Personal Grievance Policy

If a parent has any grievance with the AYC Junior Sailing Program, AYC or its staff, the person with said grievance must adhere to the “Personal Grievance Policy” as outlined below.

First,

- Following an incident, we strongly advise you to consider the matter for a minimum of 24 hours – many initial reactions to particular incidences can be stronger than intended or needed, so we recommend calculating any grievances before bringing them forward.
- Grievances regarding any aspect of the Junior Sailing Program or related incidences should be brought up with the Sailing Director. Any issues with the Sailing Director should be brought up with the Sail Training Commander and/or the General Manager.
- When an issue is brought to the Sailing Director, a time will be arranged to talk further about the matter. The Sail Training Commander and/or General Manager may be asked to join in this conversation.
- The Director (or, in the event the Sail Training Commander and/or General Manager get involved, the Sail Training Commander and/or General Manager) will work to understand the situation and come to a resolution in the best interest of all parties involved.

Second, if the person is not satisfied with the resolution offered by the Director (or Sail Training Commander and/or General Manager), the person shall provide a written explanation of the grievance to the Commodore, who shall review the explanation and any other relevant information and decide whether to adopt the prior decision, or offer amended relief