



Program Package      Season  
**RACE TEAM**            **2020**

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**FANSHAWE YACHT CLUB SAILING SCHOOL | 519.451.8989 | www.LondonSailing.ca**

## 1. Race Team Program Overview

The Race Team is the most advanced level of instruction offered at the Fanshawe Yacht Club Sailing School (FYCSS) and provides students with the chance to work towards their CANSail 5 and 6 levels, the highest levels in the certified Sail Canada CANSail program.

Participants on the team will work towards their athletic and certification goals under the guidance of a certified Sail Canada Race Coach while training and travelling to regattas throughout Ontario during July and August.

This team is an exciting, intense and rewarding experience for both the participants and their parents. In order to ensure this experience is the best possible for everyone involved, this team requires that both the participants and parents of the team remain committed and involved for the duration of the season.

Achieving certification at the CANSail 5 and 6 levels is not easy. Doing so signifies that an athlete is performing at an extremely high level in the sport of sailing. While the participants of this team will receive the guidance and instruction necessary to develop their skills, participating on this team does not guarantee certification at any level. Participants and their parents should not be discouraged by this, but rather remain focused on the primary goals of this team: to develop lifelong skills, especially in sailing, racing and sportsmanship, to make lasting friendships and memories while having an awesome summer training and competing at some of the best regattas offered in the province, and to have fun.

## 2. Participant Pre-Requisites

- Must have achieved certification at the CANSail 4 level.
- Must have an active and committed interest in racing.

## 3. Minimum Team Requirements

In order for this program to be offered at the FYCSS, the Race Team requires a minimum of five (5) participants enrolled in the full session (both July and August). The number of participants registered will be determined by the number of down payments received by the specified deadline.

## 4. Volunteer Requirements

The family of each participant on the Race Team is required to voluntarily contribute to the organization, chaperoning and / or transportation of the team in an amount proportional to the number of participants on the team.

The division and description of tasks and responsibilities are illustrated in the tables that follow and are based on a team consisting of the minimum number of participants (5) and attending four (4) out of town regattas, including the Canadian Olympic Regatta Kingston (CORK).

It is important to note that, with consensus of all families, the number of regattas (either less or more) as well as which regattas are attended can be changed. Consequently, the volunteer requirements would be adjusted accordingly.

	Participant Family 1	Participant Family 2	Participant Families 3, 4 & 5
	<i>Team Organizer</i>	<i>CORK Driver</i>	<i>Chaperones &amp; Drivers</i>
<b>Administration</b>	Liaison and logistics of volunteering and regattas.	None	None
<b>Chaperoning</b>	<b>2X:</b> any regattas.	<b>1X:</b> to and from regatta.	<b>2X:</b> any regattas.
<b>Towing</b>	None	<b>1X:</b> to and from Kingston.	<b>2X:</b> to and from any regatta.
<i>Optional Chaperoning and Towing Combinations</i>	<b>1X:</b> chaperoning any regatta, and: <b>1X:</b> towing to and from any regatta.	None	<b>1X:</b> chaperoning any regatta, and: <b>1X:</b> towing to and from any regatta, and: <b>1X:</b> towing to or from any regatta.

Task / Responsibility Descriptions		
Administration	Chaperoning	Towing
<p><b>Team Organizer:</b></p> <ul style="list-style-type: none"> <li>Organize and confirm volunteers (chaperoning and towing) for each regatta (a template of volunteers needed is provided).</li> <li>Maintain a log of volunteers and duties (before and after each regatta) that is copied to the FYCSS Manager.</li> <li>Organize team accommodations at each regatta.</li> <li>Arrange transportation / ride for the Coach.</li> <li>Confirm and log that participants have registered for each regatta.</li> <li>Report any issues or concerns to the FYCSS Manager.</li> </ul>	<ul style="list-style-type: none"> <li>Must be present at the regatta venue for the duration of each event.</li> <li>Responsible for the participants when off the water and when not under the supervision of the Coach.</li> <li>Must carry an up-to-date list of emergency contact information for each participant at all times.</li> <li>In the event of an injury or illness of a participant, must contact the parents / guardians immediately for instruction on how to proceed.</li> </ul>	<ul style="list-style-type: none"> <li>Must tow the race team trailer and coach boat to and from each regatta.</li> <li>Must assist with all loading / unloading of boats and equipment.</li> </ul> <p><b>Towing Reimbursement:</b></p> <ul style="list-style-type: none"> <li>The FYCSS will only reimburse for the towing of the FYC race boat and coach boat trailers.</li> </ul> <p><b>Towing Delegation:</b></p> <ul style="list-style-type: none"> <li>In the event that the family responsible for towing is unable to do so, they will be responsible for delegating the task to (and reimbursing) someone else.</li> </ul>

If one family has multiple participants on the team, that will be appropriately reflected in the proportion of contributions required. Should the team consist of more than five participants, the responsibilities will be further divided as fairly as possible. A lottery system will be used to assign tasks when more than one family is interested in a particular task and when tasks need to be re-assigned or divided further.

In the event of a sailor withdrawing from the team for any reason, any incomplete volunteer contributions from the withdrawing participant family will be re-assigned amongst the remaining participant families.

Accommodations are to be organized or delegated by the Team Organizer. Male and female participants will not be roomed together and the Coach will not be roomed with participants.

Chaperoning duties are allocated as one participant family member per regatta. While multiple family members are welcome to attend each regatta, only one individual will be considered the official chaperone of the event (and as such, chaperoning, regardless of the number of family members present, will be counted as a single contribution for each event). The official chaperone is responsible at all times during each event as per the description above.

Chaperones are required to:

- Assist with the setup / acquisition of accommodations and regatta registration check-in.
- Be present at the event venue at all times during the duration of the event.
- Stay with participants overnight and ensure participants act in a responsible, safe and respectable manner.

Towing the race team trailer and coach boat is the responsibility of the assigned participant family. If necessary, a family may hire another driver to complete the required tasks; the FYCSS will not be responsible for the reimbursement or logistics of such an action. If there is room on the race team trailer, personal boats will be added in the following priority: the boat of the participant family towing, the boat of the CORK Driver family, the boat as selected by a random draw (with only one chance of winning during the season). The responsibility of ensuring boats are properly placed on trailers and securely fastened rests with the Race Team participants and not the FYCSS.

Any parent driving or towing boats to an event is required to:

- Assist with all loading and unloading of boats and equipment (off and on trailers / other vehicles) unless the loading is done during regular FYCSS hours or unless the parent is physically unable to.
- Arrive at departure destination at the time specified by the Coach beforehand.
- Transport as many participants and as much equipment as possible.

## 5. Fees and Course Registration

The Race Team fee is \$1600.00 per participant, plus a volunteer deposit. The required payments and their schedule is outlined in the table below.

	Payment #1	Payment #2	Payment #3
	<i>Deposit</i>	<i>Bulk Participant Fee</i>	<i>Volunteer Deposit</i>
<b>Amount</b>	\$600.00	\$Balance Owing	\$200.00
<b>Due Date</b>	February 16, 2020	June 1, 2020	June 1, 2020
<b>Refundable</b>	No	Yes	Yes
<b>Method of Payment</b>	Cash or cheque	Cash or cheque	Post-dated cheque: August 20, 2020

**Payment #1:** In order to hold a spot for each participant on the team, the down payment must be received in addition to signed and completed waiver and registration forms.

**Payment #3:** The volunteer deposit (a post-dated cheque) will be returned to each participant family following the completion of all assigned volunteer requirements at the end of the season. Volunteer requirements will be deemed completed as determined by the Team Organizer, the FYCSS Manager, the FYCSS Volunteer Director and / or the FYCSS Committee. Participant evaluations / certifications will only be distributed after this cheque has been either returned or cashed.

Participants will not be considered a member of team, nor receive any instruction, until all required payments and forms have been completed and received by the FYCSS.

If a participant uses a boat owned by the FYCSS at any point during the season, an additional rental fee of \$350.00 and damage deposit of \$200.00 will be required.

## 6. Refund, Cancellation and Injury Policy

In the rules that follow, the wording "the minimum" is used to represent the minimum number of participants required to run the Race Team program, as specified in Section #3, "Minimum Team Requirements". The minimum number of participants on the team is five (5); "above the minimum" represents six (6) or more participants and "below the minimum" represents four (4) or less participants. The words "participants" represents fully registered participants on the Race Team.

- If, prior to June 1st, a request for a refund is made to the FYCSS Director and the number of participants is *above* the minimum, a full refund, less the non-refundable deposit, will be issued.
- If, on June 1st or prior to August 1st, a request for a refund is made to the FYCSS Director and the number of participants is *above* the minimum, a refund of 50% (not including the non-refundable deposit), less the non-refundable deposit, will be issued.
- If, at any time, the number of participants is *exactly* the minimum, no refunds will be issued.
- If, at any time, the number of participants is *above* the minimum and the number of refunds requested will result in the remaining number of participants being *below* the minimum, no refunds will be issued.
- In the event of an injury to a full registered participant (preventing them from further participation and with a valid note from a physician), the refund policy will follow the above rules as specified, with the following exception: the injured participant is eligible to participate, for the number of days missed due to injury, on the Race Team in the following season only (if the Race Team program is offered by the FYCSS) with no additional participant fee (any other expenses, regatta fees, rental fees, deposits and volunteer requirements are required to be paid).
- Inappropriate behaviour and/or safety infractions (as judged by the Race Coach, the FYCSS Director, or the FYCSS Committee) will not be tolerated at the FYCSS, on the grounds of the Fanshawe Yacht Club (FYC), or while a participant is associated with or representing the Race Team or the FYCSS. Any participant exhibiting such behaviour will be immediately removed from the team and will not qualify for any refund.
- In the event that the Race Team program is cancelled by the FYCSS, full refunds (including the non-refundable deposit) will be issued.

## 7. Regatta Schedule

The schedule of regattas for the Race Team season will be drafted by March 1st. Please note that this schedule depends on the dates and information being made available by the host club for each regatta. The finalized schedule will be made available to fully registered participants (and their parents) by June 1st. A **sample** of possible regattas is shown below:

Date	JUL	JUL	JUL	JUL	JUN	AUG	AUG	AUG
Regatta	Sailfest	Fogh Boorman	Steerer's	Four Sisters	RCYC Regatta	South Port	CORK	FYC Club Champs
Location	Sarnia	Hamilton	Port Credit	Port Credit	Toronto	Tecumseh	Kingston	London

## 8. Participant Requirements

Participants on the Race Team have reached the most advanced levels of the Sail Canada CANSail program and thus are required to compose themselves appropriately. Participants not only represent the FYC and the FYCSS (while at home and while travelling), they are expected to serve as an example for other (especially younger) sailors by displaying the highest level of sportsmanship and maturity at all times while on the team.

At all times, each participant of the FYCSS Race Team is expected to:

- Attend each daily session and attend all regattas. Any planned absences must be noted on the participant registration form. The Coach will endeavour to briefly review any missed content due to a planned absence.
- Notify the Coach and the FYCSS on any day of unplanned absence. Missed content, due to an unplanned absence will be the responsibility of the participant and may not be reviewed by the Coach.
- Arrive motivated, ready to train and have fun at daily sessions and regattas.
- Register for each regatta well ahead of the deadline.
- Plan to race each scheduled race at a regatta. Participants that do not race are expected to either spend the whole time with the official chaperone or make arrangements to be picked up by parent / guardian.
- Attend all evaluation days. Evaluation days will be set on a regular session date (that has not been indicated on any participant registration form as being a planned absence). Evaluation days will only be rescheduled due to weather (and not for any other reason unless approved by the Coach and the FYCSS).
- Be responsible for any boat and equipment he / she is using. This includes proper use, storage, transportation and maintenance. The FYCSS will not be responsible for securing boats during transportation or responsible for damage to personal boats.
- Repair or replace any lost or damaged FYCSS property (including boats and equipment) that the participant is responsible for in a prompt and reasonable amount of time (as determined by the Race Coach, FYCSS Director, or the FYCSS Committee) at the expense of the participant and/or family of the participant. Damage deposits cannot be used in conjunction with repairs or replacements during the season; the deposits are held until the end of the season to ensure all boats and equipment the participant is responsible for are in working and acceptable order (as determined by the Race Coach, FYCSS Director, or the FYCSS Committee).
- Ensure that all boats and equipment he / she is responsible for are present, in working order and ready for use in order to participate in daily training, attend and compete at regattas, and receive instruction from the Coach.
- Declare, on their registration form, the class of boat that they will be using for the entire season (participation in any other class will not be permitted).
- Follow the instructions of the FYCSS Head Instructor (or designated supervisor) when the Race Coach is absent (either for a day following a regatta or any other reason) during daily sessions at the FYCSS. On days where the Coach is officially off (following each regatta), participants may chose to not attend the FYCSS with no notice of a planned absence required.
- Exhibit behaviour worthy of participation on the Race Team and represent the FYC and FYCSS well to other clubs, competitors, coaches, officials and volunteers.
- Act as a role model for younger sailors.
- Abide by and agree to the Sail Canada / CYA Youth Code of Conduct (available on the Sail Canada web site).

## 9. Parent Requirements

All parents of Race Team participants will:

- Complete their assigned volunteering requirements.
- Act as described by this document when chaperoning, driving, organizing, or towing.
- Support all participants in training and competition and their Coaches / Instructors.

## 10. Coach Requirements

The Race Coach of the FYCSS Race Team will provide instruction for the CANSail levels 5 and 6 to all participants on the team. Additionally, the Coach will:

- Ensure the safety of the participants at all times while under the supervision of the Coach. Safety is the most important factor.
- Provide athletes with a fun and welcoming training environment.
- Be required to attend all planned regattas on the Race Team schedule throughout the season.
- Drive with the team to each regatta. If the Coach drives alone, travel expenses will not be reimbursed.

- Reimbursement will be provided to the Coach for food (if not already included) while at regattas.
- Be entitled to one day off immediately following a regatta. On these days, the Coach will be responsible for providing the FYCSS Head Instructor with instructions for what activities / training Race Team participants should be engaged in.
- Distribute evaluation reports to participants at the middle and end of the season. The Coach will not discuss evaluations with a parent unless a meeting time is arranged by the parent. An external Ontario Sailing or Sail Canada evaluator may be consulted in conjunction with the Coach for final participant evaluations at the discretion of the FYCSS.
- Have the emergency contact information for each participant on hand at all times while at a regatta.
- Be professional and act in accordance with Sail Canada, Ontario Sailing Association, International Sailing Federation, and FYC regulations.

### 11. Marketing

FYCSS’s mission is to build a long term financially viable sailing club that provides sailing activities, facilities, and training in accordance with the needs of our members and the community now and in the future. To that end, FYCSS may use your personal information for the purposes of direct marketing communications to you in relation to promotional activities. FYCSS will provide an express option for you to decline receiving any further marketing communications, via an opt out mechanism. At any time, you may also notify us if you do not wish to receive marketing materials or other communications from FYCSS. We do not sell, lease, rent or otherwise disclose your personal data to third parties.

### 12. Participant Agreement

I have read and agree to be bound by all expectations, policies and requirements of a participant as described in the 2020 Race Team Program Package document (7 pages).

Participant Name:			
Participant Signature:		Date:	

### 13. Parent / Guardian Agreement

I have read and agree to be bound by all expectations, policies and requirements of a parent as described in the 2020 Race Team Program Package document (7 pages).

Parent / Guardian (#1) Name:			
Parent / Guardian (#1) Signature:			
Parent / Guardian (#2) Name:			
Parent / Guardian (#2) Signature:		Date:	