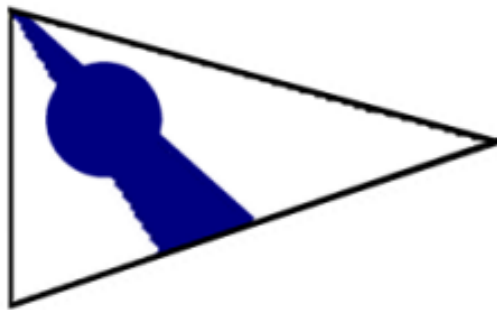
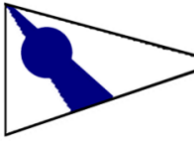


**Severn Sailing  
Association  
Junior Sailing Program**



**Handbook  
for  
Sailors and Parents**

**2007**



## **From the Program Director**

Welcome to 2007 Junior Sailing Season at Severn Sailing Association. This year, my second year as the Junior Program Director, is shaping up to be even more eventful and exciting than last. The Junior Program Board and I have been working hard to ensure that SSA provides a fun and rewarding experience for all young sailors whether they are first time students, a returning “veteran”, or an experienced racer looking to compete at the highest levels.

In 2006 over 400 kids and teens participated in one or more sessions at SSA. On any given day during the summer sessions, roughly 140 sailors were participating in one of the numerous programs available. SSA junior sailors participated in events throughout the United States from New England to Florida to California, and even Canada.

I am happy to report that our Junior Sailing program is in a healthy financial position. This has enabled us to make a number of capital improvements. We have purchased a new US Sailing Zodiac, three new replacement 420s and new outboard engines for the whalers. Also considering our fleet of 16 healthy Vanguard Optimists; you can see that our instructional sailboats and supporting coaching assets rival that of any Junior Instructional program in the country.

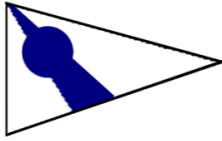
Also new for 2007 is this handbook. Hopefully, it will make being an SSA parent, volunteer, or student much easier. Check out our new web-site at [www.severnsailing.org/juniors](http://www.severnsailing.org/juniors). You will notice that we have class descriptions and schedules posted there. If there is any information you would like to see on the website but don't, please let me know.

At the time of this writing, we are lining up the 2007 coaching staff. Many of our staff from last summer have indicated a desire to return, and there are many others who have submitted applications. As always we will strive to assemble a team that has a passion for sailing and teaching all age groups and abilities.

I am looking forward to another fine year at SSA.

Sincerely,

Brent Ostbye  
SSA Junior Program Director

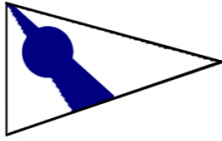


**Severn Sailing Association**  
**Junior Program Sailor/Parent Handbook**

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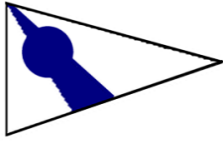


## **1.0 Purpose of Handbook**

This handbook has been assembled to provide a guide for sailors and parents/guardians of sailors participating in the SSA Junior Sailing Program (including high school sailing). The authors have attempted to describe how the program operates, what is expected of sailors, guidance for and expectations of parents, recommendations for gear and equipment, and much more. This handbook has information that is relevant to SSA veterans and rookies alike.

Although the summer program continues to be the core of SSA's Junior Program, the program operates on a year round basis. We offer spring/fall sessions for our Optimist sailors, high school sailing, frostbiting, coaching at midwinter events, clinics, and the list goes on. If your child is just starting out in an introductory program, already on a travel team, or anywhere in between, please read on.

A current version of this handbook will be available on the SSA Junior Sailing website. We recommended that you keep a printed copy in a "Junior Sailing" binder for quick reference. This same binder could also be used to keep regatta Notice of Races, registration documentation, medical release form data, favorite places to stay, eat, etc.



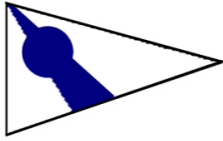
## 2.0 Goal of the SSA Jr. Program

Our overall goal is very simple – *Provide a fun and safe learning environment for young sailors*. We do this by offering a year-round program offering instruction for children and teens ages 7-18 at all levels, from beginning sailing through advanced racing.

Other Objectives include:

- To help young people learn safe boat handling, seamanship, and sportsmanship
- To help young people learn to sail
- To help young people learn techniques of one-design racing and to help them fully develop their one-design racing skills
- To promote youth sailing competition

SSA has been a leader in junior sailing nationally and internationally for over 50 years. Thousands of sailors have had the opportunity to experience sailing through this Program. Sailors from SSA's Junior Program have gone on to compete in collegiate, National, World, America's Cup, and Olympic competition. Also important are the countless young men and women who have taken their experiences at SSA and gone on to make sailing a life long passion whether it be ocean/coastal cruising, one-design racing, grand prix racing, day sailing, or otherwise "messaging around" in boats.



### 3.0 Junior Club/Program Operating Parameters

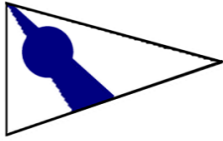
The Severn Sailing Association Junior Club is an independent organization with its own Constitution, By-Laws, officers, Board of Governors, dues and activities. The Junior Club owns the sailboats, coaching boats, sailing gear and equipment, instructional aids, and other items required to run an instructional sailing program. Coaching staff salaries and capital improvements (replacement boats and equipment) are funded through a budget which derives income from dues and tuition. The Severn Sailing Association (SSA Senior Club) supports the program by providing a Junior Clubhouse, dock space, lot storage, and a location from which to operate. A portion of Junior Program income is provided to the Senior Club as “rent”. This arrangement has proven to be a very successfully operating model for a number of years.

Program oversight is provided by a Board of Governors consisting of the Junior Program Director, the Junior Committee chairman and four to six other SSA Senior Club members who are interested in supporting and advancing junior sailing at SSA.

The Junior Program Director is responsible for the daily operation of the program including the administration of instructional programs, budget administration, staff hiring decisions, staff development, and the overall health and safety of the students, coaches, and visiting sailors.

The Board develops long term program strategies, and provides guidance on budget formulation, policy and procedures formulation, assists/organizes work parties and regatta administration in support of the Junior Program, and to otherwise act as a sounding board for the Junior Program Director. Several board members also act as team liaisons to assist and provide guidance to parent/team coordinators of the various teams with the coordination, planning, execution, and follow up required for the various trips and events SSA juniors attend. A team liaison is assigned for each of the 420 National, Laser National, Optimist National, Chesapeake and Green Fleet Teams, as well as the beginner and intermediate classes.

SSA coaches and instructors are responsible for providing a safe learning environment. Instructors follow a curriculum based on recommendations from US Sailing and the Chesapeake Bay Yacht Racing Association (CBYRA). Coaches are responsible for monitoring student behavior while on the water at events. Coach responsibilities as well as travel rules and regulations for events away from SSA are covered in Sections 7 and 8.



#### 4.0 Parental Involvement

Parent volunteers and “Friends of SSA Junior Sailing” are vitally important to the success of the Junior Program. Parents with sailors at all levels are highly encouraged to help. However, the level of involvement needed increases as sailors transition from basic sailing classes to racing teams. Areas to participate as a volunteer include: SSA Junior Regatta support, boat/sailor transportation, chaperoning travel teams, work parties to repair and maintain Junior Club facilities, and Event/Class coordinators. For SSA Senior Club members, some of these volunteering activities can be counted towards your annual service day requirements.

**Volunteering is a great way to get involved, meet other sailing parents, and participate in your child’s activities outside the home.**

##### SSA Junior Regatta Support

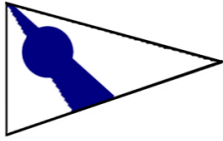
The Junior Program hosts a number of annual regattas, clinics, and major class regattas that vary year to year. These events require volunteers to help in a number of ways ranging from event organization, registration, race committee, parking management, food catering, boat measuring, safety officers, and other as needed functions. All are welcome regardless of sailing knowledge level.

- The *Sandy MacVicker Regatta* is SSA’s annual Junior Regatta. This is a multi class regatta for Optimist, Lasers, and 420s that draws sailors from around the Chesapeake and further. This regatta is typically held during the last week of the first summer session (2<sup>nd</sup> week in July).
- The annual *Optimist End of Summer Regatta* has become a very popular regatta for the Opti kids. This two day regatta is held in late August.
- SSA sponsors Clinics throughout the year as opportunities arise. Clinics are generally targeted for specific types of boats and skill levels, and are often facilitated by prominent coaches, Olympic aspirants, and other sailing rock stars.
- Other types of regattas hosted by SSA from time to time include US Sailing sponsored Junior Championship qualifiers and finals, Junior Olympic events, Optimist Team Trials, Class championships, etc.

##### Boat/Sailor Transportation

Our racing teams compete throughout the year in a number of events away from SSA. Events range from one day local Chesapeake Bay events to week long championship events in more distant locations. Because SSA coaches are not permitted to transport sailors or private boats, it is incumbent upon parents to organize and facilitate our junior sailors’ transportation needs to participate in these events. The SSA Junior Program also has restrictions on sailors driving to and from events which is detailed in Section 7 under the Travel Team Policy.

Sailor transportation simply involves driving sailors and their personal gear to/from events. For local Chesapeake events many times parents organize separate delivery and pickup arrangements thereby eliminating the need for the driver to stay all day at the event. Of course most of these



events are in beautiful locations, so why not play hooky for the day and catch up on your reading? For more distant events this is not always feasible. However, there are creative ways to help out. The event and or class coordinator can help make these arrangements.

The Junior Program has a number of multi-boat trailers (two inch hitch balls) capable of being towed by average size cars, SUVs, or trucks. We have purposely steered away from the monster trailers that require monster size vehicles to tow them. Some sailor's have personal trailers and some boats are cartopped. Work with the event/class coordinator to determine how your boat will get to and from the event site. Additionally, due to travel arrangements and other commitments, coach boats must occasionally be transported by parent volunteers.

#### Chaperoning

Events in which sailors stay overnight require adult chaperones. Chaperoning is a big responsibility but an absolute requirement to ensure our sailors have an adult to provide supervision, logistical support, safe transportation, and to show them by example how to represent SSA. It can be a significant time commitment but also a rewarding experience. Section 9 provides Chaperone guidelines.

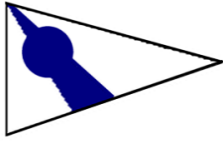
#### Work Parties

Like the Senior Club, the Junior Club is responsible for ensuring Junior Program equipment and facilities are maintained. Work parties are held to facilitate this. Junior sailors, parents, and anyone interested in supporting the Junior Program are welcome to participate. The Junior Program Director will typically announce the need for work parties via email.

#### Other Activities

Prior to the start of the summer program, a parent/sailor orientation night is held. If this is your first year at SSA, this orientation is highly recommended. Come meet the Jr. Director, some of the instructors, other parents, show the young sailors around, and get the first hand scuttlebutt regarding the program.

The Family night occurs mid summer. This is an opportunity for your young sailors to show you what they have learned and maybe even get you out in a boat. Come and enjoy the Annapolis waterfront ambience and show your support for your young sailor.

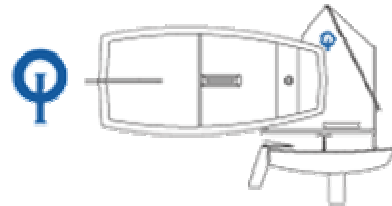


## 5.0 Boats We Sail

All instructional sailing is conducted in Optimists, Lasers, and 420s. These three classes represent the standard for Junior/Youth racing in the United States. Between these three classes of boats we can structure curriculums to suit all ages (7-18), abilities, and sizes.

### Optimist

The Optimist is the largest junior racing fleet in the world and the international standard in junior instruction. The boat's simplicity and stability make it ideal for teaching young beginners while the popularity of the Optimist class makes the boat extremely challenging for pre-teen racers. SSA owns a fleet of 16 new Optimists to use for the summer program. Most racers who travel bring privately owned boats for practice and racing.

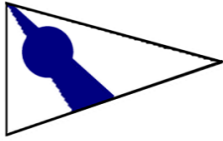


A skipper can race Optimists until December 31st in the year they turn 15. On December 31st of that year, they age out of Optimists and can no longer race the boat. To promote participation across a wide range of skill levels and ages, Optimist racing events are typically divided into fleets.

Green fleet is a special fleet for beginners. Green fleters can be any age up to 15. A green fleet might have skippers who are as young as 6 and as old as 15, but sooner or later they'll move into either the red, white, or blue fleet depending on their age. Green fleet typically sails relatively close to shore and on short courses. Sailors may be coached at any time including during a race.

After moving out of green fleet, skippers who are 10 or under sail in the white fleet. Skippers who are 11 and 12 sail in the blue fleet. Skippers who are 13, 14, or 15 sail in the red fleet. In all fleets, the determining date is the skipper's age on the first day of the regatta. Skippers move up to blue fleet on their 11th birthday and red fleet on their 13th birthday. At most regattas, the red, blue, and white fleets all start at the same time and race on the same course. Coaching for the red/white/blue fleets is permissible before and after, but not during individual races. Coaches can observe the racing from designated areas and provide feedback to the sailors at the completion of the race(s) observed.

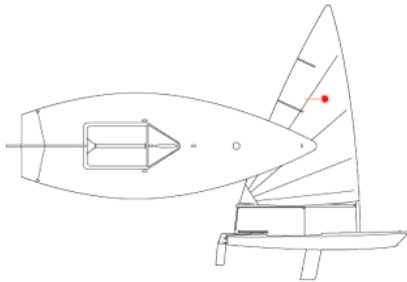
The class website is [www.USODA.org](http://www.USODA.org)



## Severn Sailing Association

# Junior Program Sailor/Parent Handbook

### Laser



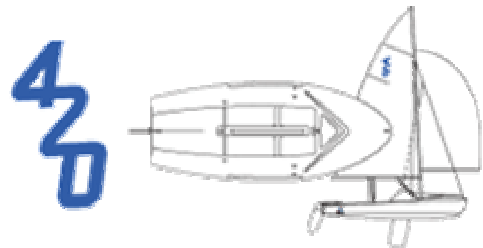
The Laser is the single-handed option for sailors who are too big or too old to sail the Optimist. The Laser can be configured with three different sail plans, providing great versatility across a wide range of sizes. Lasers are best suited to sailors 13 years of age or older, over 125 pounds, and focused on racing. All participants in SSA's Laser Radial Instructional program must supply their own boat.

Lasers are one of the fastest growing one-design classes in North America and the primary singlehanded boat used in youth sailing events. In 2008, the Laser Radial will debut as the Women's singlehanded event at the Olympics. Because of this, a number of young women are now sailing in the Radial. It is not atypical to see a significant number of female sailors at Laser Radial events, something that was not as prevalent even a couple of years ago.

Additional information about the Laser Class Association is at [www.nalaser.org](http://www.nalaser.org)

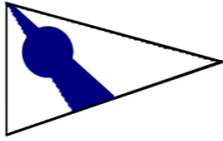
### Club 420

The club 420 is the most popular and versatile double-handed junior boat in North America. The 420 is sturdy and safe while providing the challenge of having a spinnaker and trapeze. The boat is best suited for sailors 12-18 years of age and over 100 pounds. SSA has a fleet of 14 competitive Club 420s for use in the summer program, all of which are less than 4 years old.



420 skippers participating on the National traveling team are our most experienced 420 sailors and due to the number of events in which they participate away from SSA, they must supply their own boat. However, since 420s are a doublehanded boat there are plenty of opportunities for those not owning a boat, to crew on a nationally competitive team.

Additional information about the 420 Class Association is at [www.club420.org](http://www.club420.org)

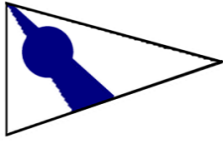


Severn Sailing Association

## Junior Program Sailor/Parent Handbook

### Collegiate 420 (High School Teams)

The Collegiate 420 is used for our High School sailing program in the spring and fall. The boat is the same as the club 420 with the exception that the trapeze and spinnaker gear is removed. Sailors enrolled in the High School sailing program use club owned boats and therefore, are not required to own their own boat. All 14 SSA 420s are used for High School Sailing to maximize on the water participation.



## 6.0 Description of Instructional Programs

SSA provides a year-round program offering instruction and coaching for children and teens ages 7-18 at all levels, from beginning sailing through advanced racing. Regardless of age, we have introductory and follow on courses that will match students to other students that are close in age and in a boat that is appropriate to them in terms of physical size and strength.

Our Junior Program Director, Brent Ostbye is a full time employee of the club and a US Sailing Small Boat Instructor Trainer. He not only ensures the SSA Junior Program is compliant with Maryland State regulations for instructional/camp programs, he also teaches the courses and certifies other instructors on his staff. Frequently, SSA offers the use of it's facilities to run US Sailing Certification courses for instructors from around the country. All SSA instructors are US Sailing certified as well as certified in First Aid and CPR. We follow US Sailing prescribed teaching methods.

The various instructional programs available at SSA are described below:

### Optimist

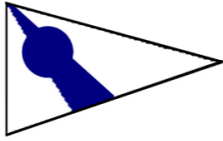
Harbor Rookies is a one week course designed to give the youngest sailors in our program an introduction to sailing and the Chesapeake Bay. Instruction will be in Optimists, with two sailors per boat. The class is comprised of students ages 6-8. Emphasis will be placed on teamwork and enjoying everything that the Bay has to offer.

Introductory Optimist classes are offered in two week sessions throughout the summer to sailors between the ages of 8-11 years old. This course is designed to teach students with little experience the basic skills needed to sail. In an environment where fun and teamwork are paramount, students are introduced to:

- Wind awareness
- Sailing terminology
- Points of Sail
- Tacking
- Gybing

Intermediate Optimist is designed for sailors between the ages of 8-11 who have completed at least two two-week sessions of the Optimist Beginner course. In this course students will become proficient in all points covered in the Optimist Beginner course. They will also be introduced to:

- Weather
- Sail Trim
- Hull Trim
- Equipment Maintenance



## Junior Program Sailor/Parent Handbook

Optimist Racers (Chesapeake Bay Team) must bring their own boats to class. Teams will be divided by instructors into Green and Championship Fleets. This team will compete in events around the Chesapeake Bay as determined by the parents and coaching staff at the beginning of the summer. In this course, students will practice skills necessary to become proficient racers such as:

- Starting Techniques
- Boat Handling
- The Racing Rules of Sailing
- Racing Tactics

Parents are asked to help with travel arrangements for regattas on the Chesapeake. These regattas are typically only one day in duration and generally do not require overnight stays.

Optimist Racers (National Team) curriculum is designed for sailors between the ages of 10-15 weighing less than 130 lbs. and interested in competitive racing. All participants in SSA's Optimist racing team must supply their own boat. Coaches will teach boat-handling, tactics, and physical fitness while stressing the importance of sportsmanship. Classes will focus on perfecting the processes involved in sailboat racing. This team participates in many regattas held on the Chesapeake Bay plus a few others requiring extended overnight stays including the National Championships, typically held over 5 days in late July and the USODA New England Championships. Because of the sailors' young ages, event durations, and distances traveled at least one parent/guardian of each sailor is required to volunteer at regattas to assist with boat and sailor transportation and chaperone duties. Parents work with the team coordinator to optimize the adult to child ratio and ensure all the logistical issues are taken care of.

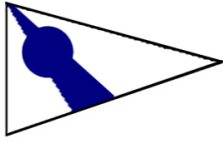
### Laser

Laser Racers (Chesapeake Bay Team) is designed for Laser sailors between the ages of 13-18, over 125 pounds, and focuses on racing. All participants in SSA's Laser Instructional program must supply their own boat.. During this course, teamwork and sportsmanship will be emphasized while practicing skills necessary to become proficient racers such as:

- Starting Techniques
- Boat Handling
- The Racing Rules of Sailing
- Racing Tactics

Parents are asked to help with travel arrangements for regattas on the Chesapeake Bay. These regattas are typically only one day in duration and generally do not require overnight stays.

Laser Racers (National Team) is designed for sailors between the ages of 13-18, over 125 pounds who have prior racing experience. All participants in SSA's Laser Instructional program must supply their own boat. Coaches will teach boat-handling, tactics, and physical fitness while stressing the importance of sportsmanship. Classes will focus on perfecting the processes



involved in sailboat racing. This team participates in many regattas held on the Chesapeake Bay plus others requiring extended overnight stays. Because of the event durations and distances traveled parental involvement (chaperones, transportation, organizational) is required.

## 420

Beginner 420 classes are offered in two week sessions throughout the summer to sailors between the ages of 12-18 years old. This course is designed to teach students with little experience the basic skills needed to sail. In an environment where fun and teamwork are paramount, students are introduced to:

- Wind awareness
- Sailing terminology
- Points of Sail
- Tacking
- Gybing

Intermediate 420 is designed for sailors between the ages of 12-18 who have completed at least one two-week session of the 420 Beginner course. Students will become proficient in all points covered in the 420 Beginner course. They will also be introduced to:

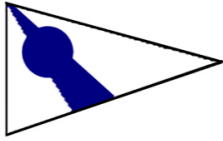
- Weather
- Sail Trim
- Hull Trim
- Equipment Maintenance

420 Racers (Chesapeake Bay Team) is designed for sailors between the ages of 12-18 who have completed the Intermediate 420 or other similar course and are interested in learning to race. There are two four week sessions available. Race ready boats are available for charter, but students are encouraged to bring their own boats. During this course, teamwork and sportsmanship will be emphasized while practicing skills necessary to become proficient racers such as:

- Starting Techniques
- Boat Handling
- The Racing Rules of Sailing
- Racing Tactics

Parents are asked to help with travel arrangements for regattas on the Chesapeake Bay. These regattas are typically only one day in duration and generally do not require overnight stays.

420 Racers (National Team) is designed for sailors between the ages of 13-18 who have prior racing experience. Coaches will teach boat-handling, tactics, and physical fitness while stressing the importance of sportsmanship. Classes will focus on perfecting the processes involved in sailboat racing. To participate either the skipper or crew must bring their own boat to class. Typically the boat is owned by the skipper, but sharing arrangements between the skipper and crew are not uncommon. Interested sailors who do not own boats are paired with skippers



## Severn Sailing Association

# Junior Program Sailor/Parent Handbook

needing crew. This team participates in many regattas held on the Chesapeake Bay plus others requiring extended overnight stays. Because of the duration and distances traveled parental involvement (chaperones, transportation, organizational) is required.

### Optimist Spring and Fall Training

Spring and Fall sailing in Annapolis offers a superb opportunity for young sailors to rapidly improve. Besides amplifying skills learned during summer sessions, we typically experience windier conditions at these times of the year. SSA currently offers programs for Optimist sailors only. Laser and Club 420 sessions are not offered because most teenage sailors desiring to sail in the spring and fall do so through their high school programs.

Spring and fall Optimist training is for those sailors who want to start sailing prior to or continue after the summer sessions. Practices are held after school in a combination of weekday and weekend practices/regattas. Each session lasts approximately ten weeks. Parental involvement (chaperones, transportation, organizational) is required for regattas.

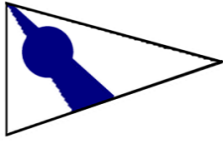
The Spring session is geared towards intense training for those sailors who have qualified for the Optimist National Team Trials. Although participation is not limited based on this. Spring sailing begins in March and therefore requires specialized personal gear including a dry suit. Tuition includes coaching costs at Team Trials, pursuant to sufficient sailor participation.

Fall sessions are focused on building sailing skills developed during the summer session. Pursuant to sufficient participation, coaching is provided for three regattas. Regattas typically include the Atlantic Coast Championships in September/October, the Midwinter Championships in November and one other local regatta.

### High School Sailing

High School sailing closely parallels the collegiate sailing format. For fleet racing, teams are divided into A and B divisions comprised of different skippers and crews for each division. A team may substitute sailors as long as prescribe substitution rules are followed. Courses tend to be relatively short emphasizing starts and tactics. Teams also participate in Team Racing events where each team fields three boats to sail against three boats from another team. In team racing teammates work together to outmaneuver the other team so that their combined race scores are better than the other team's combined scores. In 2006 SSA and AYC initiated a Team Race Challenge series held each Wednesday of the season that is attended by all Annapolis area sailing high schools.

SSA coaches divide high school teams into Varsity and Junior Varsity squads based on observed performance and personal knowledge regarding skill levels. At SSA, Varsity squads practice after school on Monday, Wednesday, and Friday. Junior Varsity squads practices on Tuesday and Thursday, but also have the option to participate in team racing activities on Wednesday.



## Severn Sailing Association

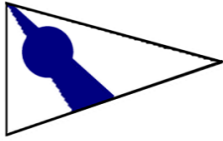
# Junior Program Sailor/Parent Handbook

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Teams training at SSA are part of the Central League of the Mid-Atlantic Scholastic Sailing Association (MASSA) District. Teams participate in a number of regattas throughout the seasons which run from September to November and March to May. The end of each season culminates in a District Championship and in the spring, for those teams that qualify, the National Fleet Racing Championship (Mallory Cup) and National Team Racing Championship (Baker Cup). SSA High School teams have a long record of being very competitive at the National level.

As well as daily coaching at practices, SSA provides coaching at weekend regattas. Junior Varsity squads typically travel to local events lasting one day. Varsity squads attend local events and travel to venues requiring overnight stays several times a season. Organization of all local and overnight trips is the responsibility of team captains and parents. Tuition covers all coaching expenses for regattas during the regular season. Additional coaching fees may apply for teams participating in the National Championships. Tuition also covers the use of the 14 club owned boats.

The following High Schools train at SSA: Archbishop Spalding, Broadneck, Indian Creek, Key School, Southern and Walt Whitman.



## 7.0 For Sailors

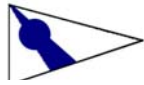
Sailing is a lifetime sport and pastime. Some of the friends and acquaintances you will make at SSA and places visited such as yacht clubs and other sailing venues will turn into lifelong friendships. How you act towards these individuals will have a lasting impact. You need to recognize that sailing is a privilege and you are being provided with a fun and fulfilling opportunity. To make the most of this experience, we ask that you follow these guidelines:

- Sail for fun and the love of the sport. Enjoy yourself.
- Work hard to improve your skills.
- Listen, ask questions, and watch others to see how you can better your skills.
- Learn teamwork, sportsmanship, discipline, confidence and self-control.
- Be a team player – get along with others.
- Appreciate the contribution each person makes to the learning environment.
- Learn the rules, and play by them.
- Always be a good sport and set a positive example for others.

The Sailor's Code of Conduct has been developed to let you, the sailors, know how Severn Sailing Association, parents, host facilities, and coaches expect you to act while participating in SSA sponsored programs. Appropriate behavior will allow you to become a well-rounded, self-confident sailor, and respected team member. Severn Sailing Association expects the highest level of sportsmanship, teamwork, fair play, and good behavior. As a participant in this program you represent Severn Sailing Association, your parents and your family. When on a High School team you are also representing your school. Your behavior, on and off the water, should be to maintain this level of sportsmanship and conduct, and make teammates proud to be a part of our program.

Associated with the Code of Conduct are guidelines for Disciplinary Action to be enforced should a sailor fail to act as agreed upon. Severn Sailing Association Junior Program Staff and coaches are primarily responsible for enforcing the rules and will take appropriate action as outlined in the enclosed Disciplinary Actions. While away from SSA and under the supervision of a parent team leader, the responsibility for enforcing the rules lies with the parent team leader under advisement of Junior Program Director.

**Every sailor in the SSA Junior Program is required to read and provide a signature to signify that you understand and will abide by the Sailors Code of Conduct. Additionally, every sailor will sign the Disciplinary Actions to signify that they understand the consequences for not abiding with the rules and regulations.**



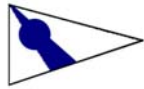
## Sailors Code of Conduct

I promise to maintain a positive attitude and to be responsible for my conduct at all times while participating in Severn Sailing Association Junior Program activities and will follow these rules and regulations and any other rules given by my coach:

- I will not use, or tolerate the use by other team members, of alcohol, tobacco, or non-prescribed drugs, understanding that a drug-free environment is necessary in order to achieve individual and team success.
- I will maintain appropriate behavior towards opposite gender team members, and will not tolerate unseemly conduct by other team members, understanding that the young men and women will, of necessity, often be placed in close confines at clinics, practices and regattas.
- I will respect the property of others, neither stealing, damaging, destroying or borrowing another's property without permission, nor tolerating such behavior by other team members.
- I will treat my team members, coaches, competitors, regatta officials, hosts and all others with respect, regardless of race, religion, gender, national origin or abilities. I understand that I may expect similar treatment from others.
- I will follow all safety procedures given by my coaches and other responsible adults, understanding the paramount importance of safety. I will notify a coach or other responsible adult if I feel that another sailor is in danger.
- I will not abuse my teammates, whether verbally, physically, or emotionally, nor tolerate such conduct in others, understanding that every team member has a right to enjoy their participation. I understand that swearing, in any context, is unacceptable behavior.
- I will encourage good sportsmanship from fellow sailors, coaches, and parents.
- I will attend every practice and clinic that is reasonably possible and will notify a coach if I cannot.
- I will strive to listen and learn from my coaches.
- I will be responsible at all times for the transportation, safe storage, maintenance, and setup of my boat and other equipment.
- I will never leave my training site or lodgings without first obtaining my coach's or host's personal permission. I understand that it is not permissible to have another person convey a message that I am leaving, and that I am solely and personally responsible for obtaining prior consent.
- I will behave and dress at all times in a manner consistent with the high standards expected of my team, of my country, and of myself.

Sailors Signature \_\_\_\_\_ Date \_\_\_\_\_

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



**Disciplinary Actions**

Severn Sailing Association Junior Program employs a zero tolerance policy with regards to prohibited activities during program hours, on program premises and during travel events. This includes the use of illegal drugs, alcohol, tobacco, inappropriate use of controlled substances, and the carrying of firearms. Violation of the zero tolerance policy could result in immediate dismissal from the program. There will be no refunds or pro-ration of fees for suspensions or expulsions in connection with misconduct.

The SSA Junior Program Director, staff, and coaches are responsible for enforcing certain rules and may discipline SSA Junior Program participants when rules are broken at practices or while coaching at regattas. When a sailor is under the supervision of a parent team leader, the parent team leader has been provided guidelines to enforce rules and regulations consistent with the SSA Junior Program Disciplinary Action contained herein. In all cases the decision of the SSA Junior Program Director is final. The guidelines are as follow:

Level 1 Infractions - Disciplined at coach discretion and may include limiting practice time, isolation, exercises, or other testing.

Level 2 Infractions - Review for suspension from one or more future program days.

Level 3 Infractions - Possible removal from practice and review for expulsion.

Level 4 Infractions - Removal from practice and review for expulsion.

**Level 1 Infractions:**

- Failure to obey coaches' instructions.
- Failure to display good sportsmanship including foul language.

**Level 2 Infractions:**

- Failure to obey coaches directions after repeated (more than two) warnings.

**Level 3 Infractions:**

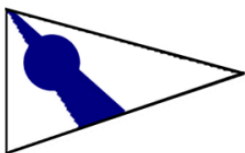
- Purposely damaging or destroying property of others.
- Repeated incidents of behavior unbecoming a member of SSA.
- Lying to Judges or Jury about Racing Rules of Sailing violations.
- Behavior or conduct which reflects poorly on SSA. These behaviors could include, but are not limited to:
  - bad treatment of or talking back to judges, coaches, regattas officials, hosts, my team members' or other competitors.

**Level 4 Infractions:**

- Stealing.
- Using drugs, alcohol, tobacco or non-prescribed drugs.

Sailors Signature \_\_\_\_\_ Date \_\_\_\_\_

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



## Junior Program Sailor/Parent Handbook

### Travel Team Policy

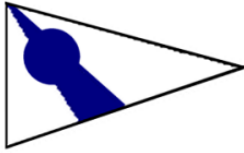
The Travel Team Policy extends to any SSA Junior Program Sailor who participates in an event under the supervision of a SSA coach or parent team leader away from SSA premises. This includes single day regattas/events to local area clubs. The same general rules apply for all - from Opti Green Fleeters to High School Seniors.

Participating in events away from SSA is both fun and very beneficial to improving your overall sailing skill level. It teaches organization and boat transportation care, it provides greater competitive challenges and promotes team camaraderie. However, it is a privilege that must be treated as such. The planning and logistics even for a single day can be significant. Someone has to transport boats, coach boats, equipment, sailors, personal gear, food, drinks, and other items needed for extended stays. Your participation requires not only yourself but coaches, parent volunteers, and chaperones for overnight trips.

When representing SSA on trips, you are responsible for your actions. You must continue to abide by the Sailors Code of Conduct. To amplify this overarching Code, additional guidelines have been developed that are particular to your expected behavior while traveling with the SSA Junior Program. These policies are:

- Sailors are not permitted to be driven by SSA coaches
- During sailing activities, sailors are under the supervision of coaches. Sailors are under the supervision of chaperones and/or parents/guardians at all other times.
- All bags and belongings are subject to inspection
- Beverages brought by sailors must be sealed and labeled; subject to chaperone inspection
- Sailors are required to stay with the team at all times, including the ride to and from the event unless the parent or guardian has made other travel arrangements prior to the trip
- Curfews set by chaperones must be adhered to; they are for the protection of the sailors and necessary for the welfare and reputation of the team
- After curfew hours sailors must return to their assigned room
- Do not use the phone or TV in a frivolous manner; do not order movies or room service without permission
- Noise levels are to be kept to a minimum including TV, radio, and talking
- Do not take hotel property as a souvenir
- You are a guest in the hotel. Do not leave your room unless you are dressed appropriately
- Sailors are not permitted to swim unless the chaperone is aware and an adult is present
- Sailors should engage in team activities only. Social dating is not allowed

**You are responsible for your actions!**  
**When in doubt ask the chaperone or adult responsible.**



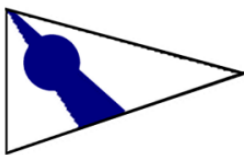
## Junior Program Sailor/Parent Handbook

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### Other recommendations

Your enjoyment while away from the comfortable confines of your home is often a reflection of your organization and planning. Whether traveling with your parent/guardian or a chaperone, you should learn to be self-supportive. Here are a few tips:

- Before departing ensure your parents/guardian are fully informed of your travel itinerary and with whom you will be traveling.
- Keep a readily accessible list of emergency contact phone numbers
- Carry your medical insurance information
- Pack your sailing and non-sailing clothing according to your destination. You may not need a wetsuit/drysuit in Annapolis, but what about the Gulf of Maine?
- Bring your lifejacket
- You are responsible for buying your meals and incidentals. Don't expect the someone else to pay for it. However, you may want to have the parent team leader hold the money for you for safety purposes.
- Is your boat properly packed to be transported?
- Carry a toolkit and spare parts as necessary
- It is easy to leave equipment behind. Before departing (daily and on the last day) from the event location ensure you can account for all of your gear and belongings.



## Junior Program Sailor/Parent Handbook

### 8.0 For Parents

It is hoped that this handbook is helping you understand the full scope of the Junior Sailing Program at SSA and the divisions of responsibility between sailors, coaches, parents, and the other individuals that make all of this happen.

Competitive sailing teaches self-confidence, decision making, teamwork, sportsmanship, tactical thinking, organization, and sometimes humility. Sailors at any age never stop learning; there is always something to do to get better. Because of this, the SSA program strives to push responsibility as appropriate to the sailors, but we need parental support to achieve the complete objective.

What do you as a parent need to know and do? The answer varies depending upon the specific curriculum your sailor is participating in. Generally, the more advanced and the more traveling your child does, the more there is to know and do. However, there are a few things that every sailor either needs or be able to demonstrate.

#### Personal Gear

Every sailor needs a lifejacket that is sized properly and fits comfortably. There are jackets specifically designed for sailing that provide the proper flexibility and are Coast Guard approved. The remaining personal gear depends upon the season, the class of boat sailed, and the level at which your child is sailing. Section 10.0 of this handbook contains a matrix recommending which and what kind of gear is needed for the various levels.

All personal gear should be labeled (name or sail number) with a permanent marker.

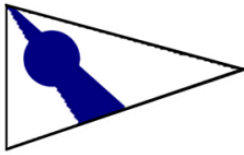
#### Swim Check

Every child participating in a summer session must demonstrate that their lifejacket fits appropriately and are comfortable swimming.

### Activities at SSA

A typical day at SSA for all curriculums (including High School sailing) starts with an onshore brief to discuss the agenda and lesson objectives. After rigging boats the students launch and learn/practice the skills and objectives of the day. After students return to shore, they de-rig their boats and participate in a debriefing session.

If your child is in one of our summer session introductory or intermediate classes, your part is minimal. Please ensure your child arrives on time, is prepared to learn, and ready to have a good time. At the prescribed end of the session ensure arrangements have been made for your child to get to their proper destination. SSA does not provide babysitting services before or after class.



## Severn Sailing Association

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Our instructors use their lunch hour to eat, and prepare lesson plans for future classes. They are not able to supervise children.

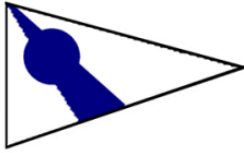
All students registered in a racing program have the added responsibility of maintaining and caring for their boat. Each boat must be properly de-rigged and stored at the end of each day. Personal boats may be stored on the SSA lot during the time they are registered in a Junior program subject to paying the appropriate storage fees. 420 sailors who charter a club boat are responsible for ensuring the club boat is properly maintained and race ready. Should there be equipment problems beyond the student's ability to repair, they should bring it to the attention of the coaching staff immediately. Optimist and Laser sailors must supply and use their own boat. Either the skipper or crew on the traveling 420 team must supply their own boat. Both skipper and crew are expected to maintain the boat. The High School sailing program uses club owned 420s. Occasionally, high school students will assist the staff in repairs and boat maintenance, especially prior to a SSA hosted regatta.

Parents must constantly communicate with their sailor as to the condition of their boat and equipment. If properly maintained, the boats we use are very durable. However, sailboats are used in a relatively harsh environment (wind, salt water, ultraviolet sun rays) and from time to time equipment must be replaced. Boats that are constantly in a state of disrepair will limit your sailor's ability to improve and enjoy the experience. It is no fun to be doing well in a race and breakdown. One way to limit unwanted corrosion is to wash the boat down with freshwater at the end of each sailing day.

All boat owners are responsible for ensuring their boat is properly stored. Some Lasers and Optimists are stowed on racks. Instructors and classmates are available to assist sailors stow their boats on the racks. However, ultimately it is the parent's/sailors' responsibility to ensure that boats are properly placed in/on the rack. Any boat stored on a top rack MUST be tied down.

**SSA is not responsible for damage to boats that take flight during high winds, thunderstorms, flooding, or other acts of Mother Nature.**

The Junior Awards Night is held every summer at the conclusion of the second session. Each summer session sailor is recognized and presented with a participation award/certificate of completion. Many other awards such as Corinthian Spirit Award, Marlinspike Award, Sportsmanship, Outstanding Girl Sailor, Outstanding Boy Sailor, and others are made by instructors in the corresponding class. You will hear lots of humorous stories and accounts of all the great successes and bloopers that transpired at and away from SSA. It may be mid-August and sometimes hot and sticky, but it really is a fun family oriented evening and a great way to show support for your young sailor. Please mark the date on your calendar as soon as you get it and plan to attend.



## Junior Program Sailor/Parent Handbook

### Events Away from SSA

There are a number of regattas and events SSA Juniors participate in throughout the year requiring travel. Some are relatively close to Annapolis and essentially consist of a day trip. Others can be many miles away. We have five traveling teams plus the high school teams:

1. Optimist Chesapeake Bay
2. Optimist National
3. Laser National
4. 420 and Laser Chesapeake Bay
5. 420 National
6. High School

Teams practice at SSA when not participating in regattas. The Chesapeake Bay teams participate in regattas/events close to Annapolis. In addition to single day and local events, National teams travel to events of two or more days in duration and can be away from SSA for one or more weeks at a time during the summer. Obviously, the National teams require a greater commitment (monetarily and time) from both sailors and parents. At the beginning of each season (Spring, Summer, and Fall) a schedule of the regattas planned for participation is determined by the coaching staff with some input from parents. It is highly recommended that sailors and parents (skippers and crews in the case of 420s) determine which events they desire to participate in. It would be nice if all sailors could participate in every event, but we recognize that this is not always possible.

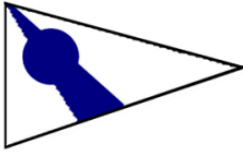
For traveling purposes high school teams should work with parent coordinators and school faculty representatives. The same general rules apply as all SSA traveling teams. This is also a great opportunity to provide some leadership responsibilities to selected team captains.

Tuition paid for each session includes coaching expenses (salary and travel expenses) for the events chosen by the coaching staff. The coaches will be at these events to perform their duties. If your child does not travel to one of these events SSA will attempt to provide a meaningful activity at SSA with another class.

There are times when additional coaching expenses may be incurred. Events like the Orange Bowl in Miami and the Laser and 420 Mid-winter events, occur outside of established sessions. Additionally, if a high school team qualifies and participates in the National Championships costs for coaching may be extra. Contact the Junior Program Director for questions regarding this.

#### Team Coordinator

Parents are responsible for organizing transportation to and from events to include sailors, boats, gear, and sometimes coach boats, as well as lodging, food, drinks, etc. The best way to do this is for a couple of parents to take the lead as team coordinator. Other parents work with the



## Junior Program Sailor/Parent Handbook

coordinator to cover all of the logistical bases. The team coordinator does not need to travel to each event if other parents share the load by volunteering to be chaperones and coordinators for individual trips. Team coordinators are required for all of the summer traveling teams, the fall and spring Optimist teams and the fall and spring high school teams. The sooner this individual can be identified the better for all, as making arrangements for most regattas/events should be accomplished well in advance.

### Team Liaison

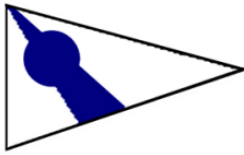
Newly established in 2007 is the role of team liaisons. Team liaisons are members of the SSA Junior Board of Governors that have volunteered to assist and mentor parent team coordinators for each of the 420 National, Laser National, Optimist National, Chesapeake and Green Fleet Teams, as well as the introductory and intermediate classes. The team liaison is the individual that represents the Junior program and the person that parent coordinators can use to help coordinate events with other teams to include social and team building activities, sailor lodging and transportation, boat transportation, and generally tap into their experience and knowledge of the program. The lions share of the work still lies with the parent coordinators but the team liaisons will be available to assist. Especially in the case of the Chesapeake and Green Fleet teams, the liaison will be more of a mentor to help the parents of future traveling team sailors develop the skills and knowledge to one day step into the role of a traveling team parent coordinator.

### Boat Transportation

Our sailor's boats get to and from regatta sites by various means. The Junior Program has a number of multi-boat trailers (two inch hitch balls) capable of being towed by average size cars, SUVs, or trucks. We have purposely steered away from the monster trailers that require monster size vehicles to tow them. Some sailors have personal trailers for their boats and some cartop. Parent coordinators are highly encouraged to work with team liaisons to ensure the right boats get to the right place and are returned in time for the next event or practice. A boat may go to an event on one trailer but come home on another. It all depends on the team's schedule, which regattas your sailor is participating in, drivers, and a number of other factors. It is not uncommon for one or more of the trailers to be parked in New England for a few weeks during and/or between regattas.

### Lodging

Lodging is the single most costly aspect of traveling. There are a number of options as to where team members can stay. Hotels are the most convenient and the most expensive; although some savings can be realized through multiple occupancy. Occasionally, teams have rented houses, condos, timeshares, college dorm rooms, etc. when on location for extended stays. Camping can be an option for short stays and some clubs even permit camping on location. Calling on a favor from friends and relatives that live near the event location to provide "floor space" is also an option. Parents are requested to work with the team coordinator to work out the arrangements. If a parent travels with their sailor, they are not required to stay in the same place as the team, but it tends to simplify the logistics if they do. If also a chaperone, you must be in the same place as those you are responsible for.



## Junior Program Sailor/Parent Handbook

### Regatta Pre-Registering

When you determine which events your sailor will be participating in, it is advisable to determine if there is a cut-off date for registration and if there is a reduced entry fee for early registration. The major events typically have websites established that provide the details. The annual Buzzards Bay Regatta is a very popular event that also limits the number of entrants so register early or you might not get in. Again, work with the team coordinator early in the season and plan ahead.

### Medical Releases

Along with regatta registration most events sponsoring Junior sailing also require a medical release and contact information form. It is strongly recommended that your sailor carry a laminated sheet in their sailing bag that details insurance information, blood type, emergency contacts, etc. If for some reason mailed/faxed paperwork does not reach its proper destination, your sailor will have all the information needed to fill one out on site (with your permission, the chaperone can then sign it in your place). Enclosed in Appendix D is an information form that can be cut out and laminated for this purpose.

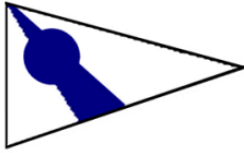
### Traveling Costs

Sailors/Parents are responsible for paying all traveling costs incurred by the sailor. This includes their share of gas, tolls, lodging, meals, drinks, incidentals, regatta fees, regatta souvenirs, and so on. If your sailor is traveling with a chaperone it is customary for this individual to front certain expenses such as gas, tolls, and lodging. The sailor should be prepared to cover the cost of meals and incidentals. At the completion of the trip the chaperone will detail these expenses and “bill” the sailor. Parents need to ensure that these bills are promptly paid as the chaperones should not be burdened with credit card expenses for your sailor. The chaperone has already donated a significant amount of their time and paid their share of the lodging cost in order for your sailor to participate. Please be respectful of this.

### Association Memberships/Fees

There are a few associations/organizations that your sailor should, and in some case must, join. The cost of joining is not great and the benefits to your sailor and the sailing community are wide spread. The recommended associations to join are: Your sailors class (of boat) organization, US Sailing, and the Chesapeake Bay Yacht Racing Association (CBYRA).

Each of the 420, Laser, and Optimist classes have organizations to establish and maintain national standards/rules for the class that adhere to or are complementary to international standards and rules, facilitate class championships and events, and provide overall organization for the class. Class dues provide for the operation and administration of these associations. Sailors participating in championship events must belong to the class association. Although not mandatory for sailors participating in club or local events, it is highly recommended that they do join. One benefit of membership is quarterly newsletters that provided regatta results, tips, rules changes, schedules, and a number of other informational items. In the case of the North American Laser class, junior memberships are available with reduced annual dues. Here are the links: [www.club420.org](http://www.club420.org) , [www.nalaser.org](http://www.nalaser.org) , and [www.USODA.org](http://www.USODA.org)



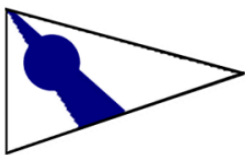
## Severn Sailing Association

# Junior Program Sailor/Parent Handbook

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US SAILING is the National Governing Body (NGB) for the sport of sailing and sailboat racing in the United States. US SAILING's mission is to encourage participation and promote excellence in sailing and sailboat racing in the United States. A member-based non-profit organization, US SAILING accomplishes its mission through volunteers and member organizations, supported by an administrative staff. The list of programs and services provided by US SAILING are too numerous to list in this handbook. Please visit the website at [www.ussailing.org](http://www.ussailing.org). Participation in the Chesapeake Bay area Junior Olympic Festival requires membership with US SAILING. If you have more than one sailor in your immediate family you may be eligible for a family membership, which significantly reduces the per sailor cost.

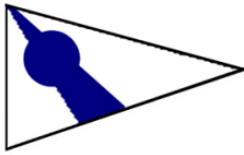
CBYRA was founded in 1914 to promote fair yachting competition by supporting standard yacht racing and measurement rules and by coordinating racing schedules and regattas for the Chesapeake Bay area. The organization is comprised of over 75 member clubs, more than 50 classes of racing sailboats, and over 1800 individual members from Pennsylvania, Delaware, Maryland, Virginia, New Jersey, and North Carolina. CBYRA represents these clubs, classes and individual members to US Sailing. CBYRA has a special Junior Division that is focused on coordinating area wide schedules, support and assistance in establishing junior programs and development of instructional programs, and coordinating participation in US SAILING programs. The website at [www.CBYRA.org](http://www.CBYRA.org) provides much greater detail, including a section dedicated to juniors.



## 9.0 Chaperone Guidelines

Thank you for volunteering and accepting the very important responsibility of chaperone. As our team participates in events, both locally and out of state, they act as ambassadors for SSA and representatives of our families. This underscores the importance of behavior, respect for team members and competitors, speech, actions, and dress code. We count on our sailors and parents, our chaperones and coaches, to consistently convey an appropriate message that Severn Sailing Association is a quality organization that upholds the traditions and dignities of Junior sailing. Every sailor in the SSA Junior Program is required to sign a Sailors Code of Conduct, and Disciplinary Actions to signify that they understand and will abide by the rules of the Jr. Program. Please see Section 7 if you are unfamiliar with these rules. In terms of the chaperone's responsibilities, we have set forth some general guidelines as to our expectations and assume that good judgment and logic will serve as our guide when there is no written rule as to the specific issue.

- A chaperone is an adult (21 years of age or older) who is willing to supervise and care for the general welfare of the sailors during overnight and out of town events.
- Chaperones should ride in the same vehicle or group of vehicles with the sailors to and from events.
- There should be at least one male and one female chaperone when traveling as a mixed team.
- If a team is of a single gender, the chaperone should be that same gender.
- Chaperones are on duty at all times during overnight travel unless otherwise excused by another chaperone. Coaches are responsible for supervision during day time sailing activities from the time of reporting until dismissed. The interaction between chaperones and SSA coaches is very important to coordinate sailors' schedules.
- Chaperones should not be assigned more than 8 sailors (however, 4-6 is desirable).
- Use of controlled substances and firearms are prohibited when serving as a chaperone.
- The use of alcohol should be in moderation only. Driving under the influence is prohibited. Please set the right example for our young men and women.
- Chaperones should not retire until all sailors are checked in for the night, all visiting between rooms has stopped, and the chaperones are reasonably sure that the groups are quiet and in their rooms.
- All room problems or illness must be reported immediately to the chaperone.
- Chaperones have the right to inspect all bags and personal belongings.
- Chaperones shall set curfew hours and hold sailors accountable to them.
- After curfew hours sailors must be segregated by gender and returned to their rooms.
- Chaperones should, with team input, plan team activities when not engaged in sailing activities.
- Chaperones must strictly enforce the zero tolerance rules. Use of alcohol or illegal drugs/substances or other major infractions should be at a zero infraction tolerance level (break the rules and the sailor goes home at their parents' cost). The behavior



## Junior Program Sailor/Parent Handbook

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expectations and rules are in a contractual form and signed by both the participants and parents or guardians prior to participation.

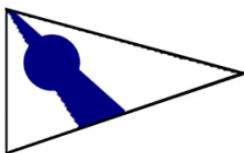
- Incidents or accidents should be reported in writing. Do not determine cause on the reports, just report the facts. An incident report form is available from the junior program director.

Chaperones should contact parents of sailors assigned prior to departing to discuss the itinerary, special needs, emergency contact numbers, and any other item that is pertinent to the trip. Remind parents that sailors should have their medical release information with them.

At the end of a trip chaperones should submit an account of expenses incurred to the parents of the sailors that must submit reimbursement. Chaperones pay for their share of lodging, meals, and personal costs. Sailors pay for gas, tolls, their meals, lodging, and so on. If you are driving you do not need to share the cost of gas and tolls. You are providing a service to the sailors by transporting them and their gear and you are already paying for mileage/wear and tear on your vehicle.

Some chaperones prefer to front all costs for the entire group, keeping track of it all and then submit one large bill to the parents. Others will front the cost of gas, tolls, and lodging and require that sailors pay for meals, incidentals, etc. If you are unsure how an item should be accounted for, ask your team coordinator for advice. Ultimately, how you handle it is a personal decision as long as all is fair and reasonable.

A fictitious example is shown below as one way, but not mandatory, of itemizing reimbursement expenses.



## Junior Program Sailor/Parent Handbook

**Expense Report for  
Junior 420 Sailing Trip to Windy Gulch, USA  
3-6 August 2007**

3 Aug

Gas	19.6 gals @ \$2.29 = \$44.88
Gas	17.2 gals @ \$2.32 = \$39.90
Toll	= \$5.00
Toll	= \$2.25
Toll	= \$1.00
Toll	= \$2.00

4 Aug

2 cases of water for sailors in coach boat = \$18.72

5 Aug

Gas	16.9 gals @ 2.30 = \$38.87
Team Dinner at Macaroni Grill	= \$128.40 (\$16.05 per person)

6 Aug

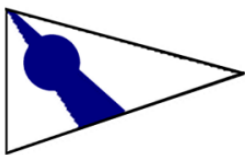
Hotel Room for 3 nights = \$401.61 (\$133.87 per person)  
(Super Chaperone, Suzie Vanguard,  
and Donna Lifejacket)

Hotel room for 3 nights (John Shackle, = \$401.61 (\$100.40 per person)  
Sean Shackle, Tom Twing, and  
Ron Burgee)

Gas	15.6 gals @ 2.32 = \$36.19
Toll	= \$2.00
Toll	= \$1.00
Toll	= \$1.00

Total = \$1,108 .39

Super Chaperone	= \$149.92
Suzie Vanguard	= \$182.06
Donna Lifejacket	= \$182.06
John Shackle	= \$148.59
Sean Shackle	= \$148.59
Tom Twing	= \$148.59
Ron Burgee	= \$148.59



## 10.0 Personal equipment and gear

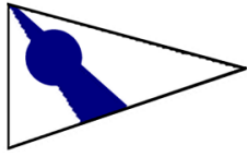
Personal equipment and gear required varies with the curriculum you are enrolled in. As a general rule the more advanced and the more seasons you sail, the more you will need. Personal gear for summer sessions is minimal. Equipment and gear for traveling teams and Winter/Spring sailing can be significant. Sailing gear tends to be quite specialized and sometimes costly. Therefore, when you purchase new gear, buy quality gear that will be durable and permit use for multiple seasons. Items like gloves wear out quickly and are easily lost so you might want to carry a spare pair. If you will be a 420 crew on a racing team, don't forget that you will need a trapeze harness.

**Label all of your gear with a permanent marker!  
Your gear will look a lot like other sailor's items.**

If you are on a racing team (other than the Chesapeake 420 team) you will need your own boat. Whether you buy a new one or a used one is a decision you need to make with your parents. There are a lot of quality used boats available so talk to other sailors and parents and shop around before buying especially if this is your first year on the racing team. The Junior Program Director is can also a valuable resource during the decision making process.

When purchasing your boat don't forget about a dolly. Waterfront space is becoming more and more sparse and sailing clubs do not always have grassy areas in which to set up and rig your boat. A dolly will protect the bottom of your boat and ease the process of launching. Trailers are optional, as are covers. However, a good set of covers will protect your boat while traveling as well as provide UV protection when being stored. Often a used boat will already come with these and other extras.

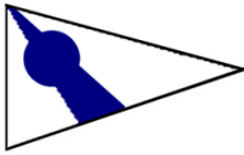
The following matrix provides recommend equipment and gear.



## Severn Sailing Association

# Junior Program Sailor/Parent Handbook

Gear	Description	Summer				Spring	Fall	Winter
		Intro-ductory	Inter-mediate	Chesapeake Racing	National Racing	Optimist & H.S.	Optimist & H.S.	Frostbiting
Lifejacket	Ensure it is the correct size and comfortable. Recommend one that is designed for sailing and Coast Guard approved	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory
Sunscreen		Mandatory	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory
Sunglasses	Bright sun and harsh glare off the water can have long lasting effects on you eyes. Sunglasses are a vital piece of personal equipment. Polarized glasses help to see puffs on the water	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory	Mandatory
Hat	In warm weather A simple ball cap will do. In cold weather a wool/pile hat is a must.	Recommended	Recommended	Recommended	Recommended	Mandatory	Recommended	Mandatory
Gloves (cut off tips)	Gloves can improve grip and protect fingers from blisters,	Not-Required	Not-Required	Recommended	Recommended	Recommended	Recommended	-
Gloves (full)	Neoprene or Insulated gloves	Not-Required	Not-Required	Not-Required	Not-Required	Mandatory	Recommended	Mandatory
Foul Weather Gear	A 2-piece (spray top and pants) configuration is best dinghies. It not only keeps you dry but acts as a windbreak.	Not-Required	Not-Required	Recommended	Recommended	Mandatory	Mandatory	Mandatory
Boots	Boots keep your feet dry, provide better footing and protect against broken toes. They can be rubber or neoprene.	Not-Required	Not-Required	Recommended	Recommended	Mandatory	Mandatory	Mandatory
Closed toe footwear	Do yourself a favor and prevent broken toes. An old pair of sneakers will do but a better choice are ?????	Mandatory	Mandatory	Mandatory	Mandatory	-	-	-
Wet Suit	A neoprene suit offers great protection and thermal quality. Some like a shorty cut off at thighs and elbows. Some like a farmer john/skiff suit (full legs no arms).	Not-Required	Not-Required	Not-Required	Recommended	Recommended	Recommended	-
Dry Suit	A one piece dry suit provides a 100% waterproof solution. An absolute must for winter and early spring sailing.	Not-Required	Not-Required	Not-Required	Not-Required	Either a full wetsuit or a Dry suit is Mandatory	Recommended	Mandatory
Trapeze Harness	There are many styles available. In recent years significant advancements have been made with quick release hooks.	-	-	Mandatory – 420 Crew	Mandatory – 420 Crew	-	-	Mandatory – 420 Crew
Whistle	Optimist class requires one at all USODA sponsored events.	Recommended	Recommended	Recommended	Mandatory	Recommended	Recommended	Recommended
Boat	Optimist	Not-Required	Not-Required	Mandatory	Mandatory	Mandatory	Mandatory	-
Boat	Laser	Not-Required	Not-Required	Mandatory	Mandatory	Not-Required	Not-Required	-
Boat	420	Not-Required	Not-Required	Not-Required	Mandatory	Not-Required	Not-Required	Not-Required
Notebook	All students are encouraged to keep a notebook to record lessons learned and keep regatta NORs, schedules, medical release form, etc.	Recommended	Recommended	Recommended	Mandatory	Mandatory	Mandatory	Recommended



## 11.0 Opportunities at SSA Outside of the Junior Program

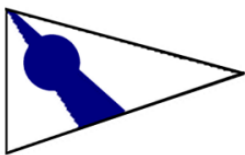
SSA offers some of the very best one-design sailing in the country. The club is known for quality race management and well organized events. 16 fleets are currently sponsored providing a wide range of choices from highly competitive to low key racing opportunities. Junior Laser sailors are welcome and encouraged to participate with Laser Fleet 10, the club's largest and most active fleet. As for other fleets, there are always members who are looking for good crews and would welcome the opportunity to train with energetic young or old sailors. See the SSA website for a listing and description of each class/fleet as well as the full schedule of events.

TESOD (Tuesday Evening Sailing for One Designs) is a very popular Annapolis summertime fixture. Sponsored by SSA, TESOD is open to all dinghy classes and consists of informal (no scores are kept) short course races held in the harbor between SSA and the Naval Station. Anyone can participate but to launch from SSA you must be a member (Junior memberships count) or be currently enrolled in the Junior Program. Racing starts promptly at 6 pm. This is a great opportunity for sailors of all ages and provides a nice mid-week sailing break. TESOD runs from the beginning of May through mid September. Occasionally, the 420s are available for use by those enrolled in the Junior Program. Contact the Junior Director if interested.

Frostbiting activities run from mid November through March. The Interclub, Laser, and Soling fleets frostbite on Sundays, while the Jet 14, Vanguard 15, and 505 fleets race on alternate Saturdays. Laser frostbiting is particularly well attended by many Junior sailors with either full or Radial rigs. New this year, is 420 frostbiting for Junior members. Participants and parents help run races in conjunction with the Jet 14 fleet. Because of winter temperatures, frostbiting requires specialized personal gear. See the matrix in Section 10 on Personal Gear and Equipment.

SSA's location provides a panoramic view of Annapolis Harbor. We do not offer "dining/bar" services but we do have a snack bar under the management of *Dark 'n Stormy* which is generally open on Tuesday and Friday evenings and weekends during the sailing season. Stop by one evening to enjoy the scenery, meet other SSA members, sample the cuisine, enjoy your favorite beverage, or just sit and watch the sunset.

For further information on these and other opportunities at SSA go to [www.severnsailing.org](http://www.severnsailing.org) or contact the SSA office at 410-268-8744.



## 12.0 Frequently Asked Questions

### **Who should be in Green Fleet?**

Green fleet is a special fleet for beginner Optimist racers at any age up to 15. Green fleet might have skippers who are as young as 6 and as old as 15, but sooner or later they'll move into their appropriate red, white, or blue fleet. Green fleet typically sails relatively close to shore and on short courses. Sailors may be coached at any time including during a race.

### **When should my child move out of Green Fleet?**

Sailors should be encouraged to move up when they feel comfortable with their basic boat handling skills in a racing environment and understand the basic rules of racing. Sailors that consistently finish near the top of the fleet should move out of green fleet to provide themselves with greater challenges and make way for new green fleters. If unsure, consult with your sailor's coach.

### **What are the age splits for Red, White, and Blue Optimist fleets?**

White fleet is for skippers who are 10 or under.

Blue fleet is for skippers who are 11 or 12.

Red fleet is for skippers who are 13, 14, or 15.

In all fleets, the determining date is the skipper's age on the first day of the regatta not the skipper's age at the end of the current year. Skippers move up to blue fleet on their 11th birthday and red fleet on their 13th birthday.

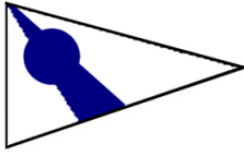
### **I am an experienced racer. Can I coach my child at regattas?**

If your sailor is participating in an event with a SSA provided coach, we highly recommended that you leave the coaching to them. Let them do their job without undue influences. If a coach is not present and you desire to coach, you must follow the coaching rules as stipulated in the NOR. Be cognizant that your experience level will be very different than that of a young sailor. Keep it positive regardless of race outcomes and limit your input to a few things at a time to avoid information overload.

With the exception of the Optimist Green Fleet, coaching for all junior sailing is only permissible before and after, but not during individual races. Coaches can observe the racing from designated areas and provide feedback to the sailors at the completion of the race(s) observed. Coaching for Optimist Green Fleters may occur at anytime including during the race.

### **Does a sailor have to join their boat's class association?**

Sailors participating in championship events must belong to the class association. Although not mandatory for sailors participating in club or local events, it is highly recommended that they do join. The cost of joining is not great and in doing so support is provided for the operation and administration of the association. Class associations exist to establish and maintain national standards/rules for the class that adhere to or are complementary to international standards and rules, facilitate class championships and events, and provide overall organization for the class.



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One benefit of membership is quarterly newsletters that provided regatta results, tips, rules changes, schedules, and a number of other informational items.

### **Why should I join US SAILING?**

We highly recommend that all sailors, regardless of age that race at any level, be members of US SAILING. This organization has been chosen by Congress to be the National Governing Board (NGB) for the sport of sailing and sailboat racing in the United States. Their mission is to encourage participation and promote excellence in sailing and sailboat racing in the U.S. Please visit [www.ussailing.org](http://www.ussailing.org) for more information.

There are some major regattas that require membership with US SAILING. Others offer a discount in regatta fees to current members. US SAILING offers a family membership that provides for a significantly reduced cost on a per sailor basis.

### **Why should I join CBYRA?**

The Chesapeake Bay Yacht Racing Association is the representative organization to US SAILING for the 75 member clubs, more than 50 classes of racing sailboats, and over 1800 individual members from Pennsylvania, Delaware, Maryland, Virginia, New Jersey, and North Carolina. CBYRA has a special Junior Division that is focused on coordinating area wide schedules, support and assistance in establishing junior programs and development of instructional programs, and coordinating participation in US SAILING programs. The website at [www.CBYRA.org](http://www.CBYRA.org) provides much greater detail, including a section dedicated to juniors. Juniors who are members in CBYRA are automatically entered in the annual High Point Series.

### **Can I spectate from a Coach Boat?**

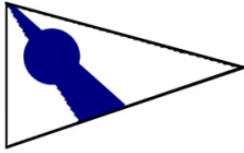
No. SSA coaches are provided boats to use in a coaching capacity. Coaches are responsible for the coaching and safety of all sailors under their tutelage and should not be distracted. Those desiring to spectate on the water need to arrange for their own transportation.

### **Can I launch my personal boat at SSA?**

Personal boats used for spectating or regatta support *during a regatta* can generally be launched from SSA. At all other times, only SSA members are permitted to use the launching facilities. There are several boat ramps in the local area available for public use, the closest being Truxton Park.

### **Do I have to be a member of SSA?**

No. The junior sailing program is open to all, subject to class availability. However, SSA members receive a discount on tuition, the ability to register prior to opening up classes to the public and receive priority for class registration over non-members. If you have more than one child participating or your child sails either all summer and/or in other seasons, the tuition discount may offset the cost of the membership. SSA membership also provides many other benefits. Contact the SSA Junior Director or SSA Office to inquire about your particular situation.



Severn Sailing Association

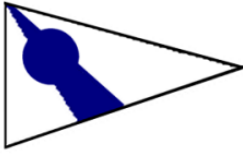
## Junior Program Sailor/Parent Handbook

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### **What is a SSA Junior Membership and what benefits does it provide?**

A Junior Membership is a special class of membership for those who have not reached their 18<sup>th</sup> birthday by November 1. Junior club members must be enrolled in a junior instructional program or have successfully completed the Maryland Safe Boating course before they are permitted to go out sailing from the club facilities on their own. Children under the age of 18 belonging to SSA members are automatically provided junior membership.

Junior members are permitted the privileges of an adult membership including the year round use of the facilities at SSA, boat launching, and participation in sailing and social activities of the club. Boat storage (year round) is subject to the payment of applicable fees and compliance with club rules. Sailors participating in the High School program are required to be Junior Members.



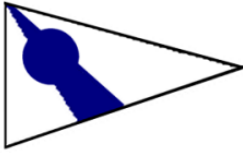
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### Appendix A – 2007 Instructors

See the SSA Junior Website <http://www.severnsailing.org/juniors/index.shtml> for the 2007 Staff.



# Junior Program Sailor/Parent Handbook

## Appendix B – Medical / Emergency Contact Form

It is strongly recommended that your sailor carry a laminated sheet in their sailing bag that provides Medical and Emergency Contact information. Use this form or make your own.

(1) Fill in the information (2) cut it out (3) fold it (4) laminate it (5) punch a hole in a corner (6) secure it to an inside pocket in your sailor’s sailing gear bag (7) Stress to your sailor the importance of keeping this with their gear.

*\*\*\*You may also want to have extra paper copies on hand to provide to Chaperones\*\*\**

**MEDICAL AND EMERGENCY INFORMATION**

Name of Participant \_\_\_\_\_ SEX: M circle F

Street / P.O. Box \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Phones: (B) \_\_\_\_\_ (R) \_\_\_\_\_ Mobile \_\_\_\_\_

Date of Birth \_\_\_\_\_

**In case of emergency call:**

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Physician who conducted participant’s most recent physical exam:

Name \_\_\_\_\_

EMERGENCY Phone \_\_\_\_\_ Date of Last Exam : \_\_\_\_\_

Health Insurance Carrier \_\_\_\_\_ Insurance ID # \_\_\_\_\_

Date of Last Tetanus shot: \_\_\_\_\_ Blood Type: \_\_\_\_\_

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Please check those that apply: (Provide details below, as appropriate):

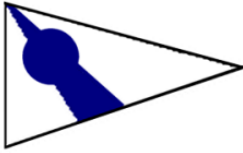
- ASTHMA, OR OTHER RESPIRATORY PROBLEMS
- BEE STINGS/INSECT BITES
- CIRCULATORY OR HEART PROBLEMS
- CHRONIC ALLERGIES
- DIABETES OR HYPOGLYCEMIA
- EPILEPSY
- FOODS
- HEMOPHILIA, OR OTHER BLEEDING PROBLEMS
- OTHERS, IF SIGNIFICANT (describe below)
- MEDICATION

DETAILS / COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



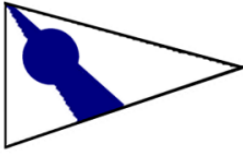
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### Appendix C – Junior Program Perpetual Trophies

To be developed.



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### Appendix D – Regatta NORs

This Appendix may be used to file upcoming Notice of Regattas and other regatta planning information.