



## SUMMER SAILING COURSE APPLICATION 2020

PERSONAL DETAILS			
Name:		Date of Birth:	
Membership No.	Please use <b>No.</b> on <b>all payments</b> and forms.		
Parent Name:			
Home Address:			
Crookhaven Address:			
Contact Number:		email address:	

COURSE DETAILS			
Course	Dates	Price	Tick One Box Only
Start Sailing	6 <sup>th</sup> July – 10 <sup>th</sup> July 2020	€215	
Basic Skills	13 <sup>th</sup> July – 24 <sup>th</sup> July 2020	€350	
Improving Skills	6 <sup>th</sup> July – 24 <sup>th</sup> July 2020	€475	
Go Racing 1	6 <sup>th</sup> July – 24 <sup>th</sup> July 2020	€475	
Advanced Boat	6 <sup>th</sup> July – 24 <sup>th</sup> July 2020	€475	

- All course participants must be CHSC members. Club membership is set at €125 and is not included in the price per course.
- **Application will not be accepted without membership Number.**
- There is a €25 reduction in the course fee for a second and each subsequent child.
- Course fees must be paid in full by the 08th May 2020.

BOAT DETAILS	

- For basic skills and upwards all applicants must have a boat or a place on a boat that is seaworthy.
- For basic skills there are limited places on club boats for an additional fee of €150 per week on a first come, first served basis.

### GUIDELINES

- All course levels are subject to the availability of suitable qualified instructors.
- Course participants must be aged 10 by 6<sup>th</sup> July 2020 (Copy of Birth Cert must be submitted)
- One application form per applicant and one membership form per family must be completed.
- Each applicant and parent/guardian must sign a CHSC General Code of Conduct.



## COURSE CRITERIA

1. Applicants must be 10 years of age by 6<sup>th</sup> July 2020 to apply for Start Sailing (Copy of birth cert must be submitted)
2. All applicants must be CHSC members.
3. The number of places on each course is limited to maintain a manageable and safe teaching environment. There will be a cap on the course numbers. Members will be given priority but will not be guaranteed a place on the course.
4. For basic skills and upwards all applicants must have a boat or a place on a boat that is seaworthy. Without a boat or place on a boat time on the water may be jeopardized.
5. Sailors can only complete one level on CHSC Sailing Course per season.
6. Applicants, who apply as boat owners and do not present themselves with their boat at the start of the course, are liable at the discretion of the Junior Organisers or instructors to be refused permission to participate on the course.
7. Boats used on the course must be of seaworthy condition and must comply with the CHSC Boat Policy. Collisions, damage to boats and to rigging are governed by the CHSC Boat Policy.
8. Course participants must produce a copy of the current boat insurance policy for their boat prior to commencement of the course.
9. All boats must be sea worthy. Safety checks will be made at the beginning of the course and spot checks will be on going during the course.
10. A swimming assessment will be completed for Start Sailing sailors. (Wetsuits and buoyancy aids can be used).
11. All applicants must have their own buoyancy aid, which must be snug fitting and worn at all times on the water, the pontoon, slipway, piers and dinghy park. Wetsuits must be worn. No flip-flops or loose shoes allowed. Proper sailing boots/shoes are essential.
12. Parents must advise the Junior Organising Team in writing of any specific medical condition or disability a child may suffer from.
13. All applicants and parents must abide by the CHSC Code of Conduct.
14. All parents must attend the Parental Briefing.
15. A rota for Parent on Duty will be drawn up to cover all times when the sailing course is operating. Parent on Duty is mandated by Irish Sailing to assist the instructing team and Junior Organizing team in any way they see fit.
16. Sailors at all times must make sure to keep the club house, dressing rooms and village tidy.
17. It is forbidden to swim off the pontoon at any time, or to interfere with any boat that may be moored in the harbour. The Club will not accept any responsibility in this regard.



## CHSC CODE OF CONDUCT

These are guidelines designed to assist members with conduct matters that may be encountered during the sailing course or at competitions.

The club policy is to develop acceptable behaviour to which all sailors conform.

Acceptable Behaviour is not designed to limit your enjoyment of sailing but it is important that everyone has an equal chance to participate in a safe and well-organised course.

## GENERAL GUIDELINES ON ACCEPTABLE BEHAVIOUR

1. All Sailors are expected to treat their instructors and other sailors and club officials with respect, at all times. All sailors are expected to treat club property with respect.
2. Bullying of others on the course will not be accepted. All course participants are expected to make an effort to get on with each other.
3. No one should be excluded by others. Try to encourage others to be part of the group and involve them in conversations etc.
4. If others are misbehaving, don't join them.
5. You are a valued member of the club but you are not the only one. Loud playacting, interfering with club property or that of others, etc. will not be permitted. A yellow/ red card system will be in operation (see attached sheet).
6. All sailors are expected to arrive on time. Course will start at 9.30am and finish at 5pm. A staggered launch may be necessary at the discretion of the Senior Instructor. Please check the notice board daily as times may change due to weather conditions or other factors.
7. Parents/guardians are responsible for their child/children in the dressing room, club house and all outside areas before the course has commenced and once the course has ended for the day.
8. Sailors are to avoid collision at all costs (see C.H.S.C. Boat Policy).
9. No mobile phones permitted during the course.

## REASSESSMENTS

- Reassessments are not available from CHSC Instructors.



## YELLOW/RED CARD SYSTEM

- If you are in breach of the Club Code of Conduct your instructor will issue a **yellow card**. That should be taken as a request to improve your behaviour.
- Issuing of 2 yellow cards will lead to the breach being discussed with your parents/guardians.
- The issuing of a **red card** may result in the removal from the course for the duration of the day or for the duration of the course.

## SERIOUS BREACHES OF BEHAVIOUR

Serious Breaches include violence, theft, actions which result in accident or injury, damage to property, serious disrespect of Instructors and Club Officials will necessitate the completion of a critical incident form which will be submitted to the Junior Organising Team and Senior Instructor and may result in exclusion from the sailing course.

## GUIDELINES FOR PARENTS

CHSC aims to ensure that all junior sailors have a safe and fun experience of sailing. It is not our intention to be disciplinarians or to enforce overly strict behaviour that would be contrary to the philosophy and aims of the club.

## TO BE COMPLETED BY PARENT/GUARDIAN

I \_\_\_\_\_ have read the C.H.S.C. Code of Conduct and I am happy to comply in full with all the terms outlined.

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_

## TO BE COMPLETED BY COURSE PARTICIPANT

I \_\_\_\_\_ have read the C.H.S.C. Code of Conduct and I will do my utmost to comply in full with all the terms outlined.

Course Participant Signature \_\_\_\_\_ Date \_\_\_\_\_



### INSURANCE DECLARATION

I \_\_\_\_\_ (PARENT) declare that Marine Liability Insurance for no less than with a limit of indemnity of not less than €1,300,000 covers the boat(s) being used by the owner or course participants other than the boat owner for the duration of the course.

I understand that no liability is attached to CHSC, its members or its servants for any loss or Damage to property or injury sustained by any participant on the course.

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

*\*A copy of the Marine Liability Insurance Policy must be included when returning this application.*

### PARENT/GUARDIAN ROTA

Each applicant's Parent/Guardian is required to do parental duty for a 2 hour slot once during the course (06/07/2020 -24/07/2020). A rota will be drawn up and made available prior to commencement of the course. I agree to attend at my allocated time and if unavailable, to arrange a swop with another parent/guardian.

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

### PHOTOGRAPHIC PERMISSION

During the Sailing Course photographs may be taken as part of the programme. I give permission for photographs and video of my daughter/son to be taken during this course and posted on the CHSC Facebook and Instagram pages.

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

### SWIMMING PROFICIENCY

I class my Daughter's / Son's swimming ability as:

Average                       Nervous                       Confident

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

### CHSC DINGHY BOAT POLICY

All applicants must have a boat or a place on a boat that is seaworthy with the exception of start sailing. It is CHSC policy that every sailor should have a boat by the improving skills module. Sailors are to avoid collisions at all times. If a boat is damaged the onus of repair is on all the parties involved in such damage. All boats must be seaworthy. Safety checks will be made at the beginning of the course and spot checks will be ongoing during the course. No one is to take chandlery or boat parts from another boat without the owner's permission and if permission is given, it should be returned at the end of the day. All boats on the course must be insured appropriately and insurance details should be provided with course application. If this is not provided CHSC reserves the right to request a copy of the current insurance policy document.

I have read, understood and agree to abide by the CHSC Dinghy Boat Policy. Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_



**CHSC SAILING COURSE MEDICAL FORM**

Junior Sailor Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Is your daughter/son allergic to anything (e.g. penicillin, aspirin, tetanus, etc.)?

\_\_\_\_\_

Please list any medical condition your son/daughter may have (e.g. epilepsy, asthma etc.)

\_\_\_\_\_

Is your child having any medical treatment at present? If so, please give details of medication which she/he may be on.

\_\_\_\_\_

Has your child been in contact with any infectious diseases within the last month? Please give details.

\_\_\_\_\_

Has your daughter/son had an anti-tetanus injection? If so, please give date approximately of last injection and any other information.

\_\_\_\_\_

**EMERGENCY PERMISSION**

I hereby give my permission to the Junior Organising Team/Instructor to sign for whatever medical treatment deemed necessary in an emergency for my daughter/son.

This information may be shared with parents on duty and any other officials deemed necessary.

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

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



**IRISH SAILING PASSPORT PERMISSION AND PRIVACY NOTICE**

**Checklick Registration**

All new course participants will be registered by CHSC on the online Irish Sailing Passport on checklick. The administrator will enter their basic details and then invite participants via email to accept the Terms & Conditions to access the relevant Irish Sailing Passport Scheme. Each person can then edit their own profile as they wish. Some sailors will be too young to have their own email addresses, and, in these cases, it is recommended that they use a parent's email address (this will work for several children in the same household).

Crookhaven Harbour Sailing Club uses member information to properly manage club affairs, including collection of subscriptions, managing club facilities, running sailing events and courses and other club activities and in issuing communications to members. Members names and details may be shared by email with committee members and selectively with other members. The purpose for processing your Personal Data is to facilitate your membership of and/or involvement with CHSC and also to keep you informed of Club events and fundraisers. CHSC will NOT share your Personal Data with any third parties for marketing purposes. CHSC Junior organiser stores the application forms and membership forms and electronic records and will share them with committee members and instructors. Your Personal Data will be held for the duration of your membership. Personal data will be deleted in the 2<sup>nd</sup> year of non-renewed membership unless you specifically request that it is deleted sooner. You have the right to request a copy of all of your Personal Data and can do so by making a request in writing to the Club. This information will be provided to you within one month. You have the right to have your Personal Data updated, rectified, or deleted if you so wish. You have the right to object to your Personal Data being processed and to withdraw your consent to processing – You can do so by contacting the Commodore of CHSC.

I hereby agree to the above use and storage of my personal details

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

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



### CHECKLIST

- Membership form completed
- Membership No. (**Application will not be accepted without membership number**)
- Application form completed
- Birth certificate enclosed (Applicable to start sailing applicants)
- CHSC Code of Conduct signed by both Applicant and Parent/Guardian
- Boat Insurance declaration completed if applicant owns a boat
- Parent/Guardian Rota section completed
- Junior Sailor Photographic Permission section completed
- Junior Sailor Swimming Proficiency section completed
- CHSC Boat Policy section completed
- CHSC Sailing Course Medical Form completed**

### POSTAL ADDRESS

**Please post the completed application and membership form to:**

Audrey Murphy, 18 Woodvale, Heron's Wood, Carrigaline, Co. Cork

**Closing date for all applications: 28/02/2020**

**Bank Details:**

**Account Name:** Crookhaven Harbour Sailing Club

**Bank Name:** Bank of Ireland, 70 Patricks Street, Cork.

**IBAN:** IE41 BOFI90281386944263 **BIC:** BOFIE2D

**Please reference all payments with applicant's name.**