



## **Our Mission**

The Sooke Sailing Association aims to provide high quality, fun and safe sailing instruction to the community of Sooke and others on Southern Vancouver Island.

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The Sooke Sailing Association is excited to be welcoming you to sail with us in 2021. We have made some big changes in 2020 and are excited to continue to grow to better serve our community in 2021. This past year was a year of challenges but thanks to our dedicated volunteers and amazing community we were able to continue to offer sailing programs. In addition, thanks to a grant from the Red Cross we had over 100 people go sailing for free and exposed over 70 people to the sport for the first time. We have lots planned for 2021 and whether you are a seasoned sailor or brand new to the sport we hope you will join us on the water!

Shaun Welters, President  
Chris Tully, Program Director

# Registration & Programs Info

## This Guide

In the coming pages you will find all the information you need before registering for and participating in SSA programs.

## Registration

You can register for programs through the CheckLick platform at the following link:

[sookesailing.checklick.com](http://sookesailing.checklick.com)

## Additional Programs Info

For additional program information and current offerings go to:  
[bit.ly/SSAPublic](http://bit.ly/SSAPublic)

This is a google drive that holds all SSA programs information, Current program offerings, Our safety policies and procedures.

## **Everything you Need to Know**

- in this section you will find all of the Sooke Sailing Association's policies, procedures and important information that you need to know before you come sailing with us.

### **What to Bring**

When sailing you should expect to get wet and regardless of if you will be joining us in Sooke on the hottest day of August or the coldest day of January, there are some items that are key to bring with you to ensure that you have a comfortable sailing experience.

### **Clothes**

- Clothes that can get wet.
- Athletic style clothes are great, avoid cotton as it does not insulate when it gets wet - fleece, polyester or wool are great.
- Bring warm clothes year round as it can always get cold on the water, particularly when you get wet.
- An extra change of clothes for after sailing so that you can get warm and dry.
- Rain gear, something windproof and waterproof, it doesn't need to be top of the line sailing gear, just something that will keep you warm and dry. We have some loaner rain gear in kids sizes.
- A wetsuit if you have one, if you do not we have loaners.
- Shoes that can get wet. We have water shoes we can loan out if you need them in size 5-12.
- **Life Jacket - If you do not have your own we have loaners.**

### **Additional Items**

- Water! Please bring a reusable water bottle so that you can stay hydrated while being active.
- A towel, sunscreen, hat, sunglasses.
- Lunch or a snack depending on how long your session is.

## **Drop Off and Pick Up**

- Throughout the year we offer programs at different times of the day we allow for drop off up to 15min prior to or after your sailors scheduled session time.

- Supervision will not be provided before or after these hours of operation. If your sailor will not be attending due to appointments, illness, etc., please let an instructor know as soon as possible, the morning of, or a day ahead.

- Sign In: When you drop off your sailor you need to sign them in, this will be done through an online Google Form. The Link to which will be included in your welcome email when you register and will be available for you upon your arrival. For adults the same applies.

## **Safety**

- Safety is paramount at SSA. Our coaching staff are all certified for First Aid /CPR, Pleasure Craft Operators Certificate, Coach Boat Safety and Radio Operators Certificate. All coaches are insured through Sail Canada.

- On the water, coaches carry an Emergency Action Plan [EAP] at all times. Each coach boat is equipped with all Transport Canada required safety equipment, an updated first aid kit, a VHF radio as well as additional safety equipment above and beyond Transport Canada requirements. All instructors are required to adhere to all of our safety requirements and EAP procedures. Depending upon the severity of the accident or incident, the Club's Emergency Action/Response Plan may be activated.

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

Any injury to a sailor or instructor will be reported in writing on the appropriate Accident/Incident Report Form. The form will be completed by the instructor involved in the incident and the Program Director. Copies will be filed in the Sailing Office on the day of the

occurrence and a copy of the report will be retained by the instructors involved. The Accident/Incident Report will establish the facts as they occurred and the actions taken by the staff while dealing with the accident. Procedures for reporting any accident, minor or major, are strictly enforced.

### **Safety Rules of SSA**

1. No sailors on docks or floats without supervision and a PFD
2. Life jackets/PFDs must be worn and secured at all times on docks, floats, boats or in the water {by sailors, instructors and Coaches)
3. Closed-toe footwear to be worn at all times.
4. No running
5. No unsupervised swimming.
6. No jumping off boats (except with the permission of the instructors).
7. Respect one another-no hitting, pushing or roughhousing
8. Use respectful language - no swearing, foul, or rude language
9. No littering on land or water.
10. Stay with the class unless you have permission from an Instructor to leave.
11. Sailors must make an effort to sail out and return to the docks together/with a buddy.
12. Prior to drills, all boats must stay within hailing distance of the safety/coach boat.
13. No destruction of Club or private property
14. No smoking, drugs or alcohol.
15. Watch fingers and feet between boats, docks and moving parts.
16. Club owned boats must be properly returned and put away after use.
17. Sailors must make every effort to avoid collisions.

### **Weather**

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

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

### **Daily Equipment Check and Maintenance**

A daily check of all equipment and procedures is in place to fix anything that is broken or compromised. Equipment such as club-owned boats and coach boats will be checked before each class and again at the end of the day. If a boat is determined to be unsafe, it will be immediately taken out of service and fixed before it is returned to service. This ensures that all of the equipment sailors use is always in a safe and working order.

### **Community Support**

Community volunteers are a vital part of the success of our program. For various projects throughout the year we will call on parent volunteers to help with club maintenance, fundraising, special events and regatta logistics. We thank all of those who are able to give their time each year to make the Sooke Sailing Association what it is today!

### **Regattas**

Racing and competition are an important part of sailing and SSA encourages regatta participation. For those who are interested and at the appropriate skill level coaches will encourage regatta participation. If you have any questions about competition please contact the Program Director.

### **Electronics Policy**

We have a 'no electronics' policy: this policy is in place for several reasons. Firstly, such devices are distracting. The Sooke Sailing Association program strives to encourage sailors to live a fun and active lifestyle. Devices such as mobile phones, iPads and iPhones are a distraction during lessons and negatively impact the sailing experience. Second, the building is not secure during the day, and as such we cannot guarantee the safety of such sought-after devices. Finally, sailing is wet! Sailors have the tendency to bring half the

ocean in with them when they get in from sailing and such an environment is not ideal for expensive electronic devices.

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

### **Sailor Code of Conduct**

This document is a guide to what is expected of a Sooke Sailing Association Member. Appropriate behaviour will allow you to become a well-rounded, self-confident sailor and SSA member. All sailors must respect SSC Rules and Regulations, Sail Canada's Code of Conduct and the National Coaching Certification Program - NCCP Code of Ethics.

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

- Sail for fun and the love of the sport - enjoy yourself !
- Listen, ask questions and watch others to see how you can better your skills.
- Learn sportsmanship, discipline, confidence and self-control.
- Be a team player - learn the rules and play by them.
- Appreciate the contribution each person makes.
- Always be a good sport and set a positive example for others, particularly younger sailors.

SSA does not tolerate any form of bullying, be it based on ability, age, race, sex, gender, sexual orientation, religion or socio-economic status. Non-compliance of this regulation will result in a revision of

your registration, possible suspension, and the possibility that you will be asked to leave the SSA.

As an SSA sailor, you must respect your coaches, your peers, and the members of the Club.

Fun and safe learning environments are essential to the CANSail curriculum. Sailing is a difficult sport to master and having a respectful and supportive environment is crucial. You must respect the SSA Sailing Program's equipment and facility. Like hockey, skiing, and cycling, sailing requires equipment that is not inexpensive. The program's instructors put in significant effort to maintain equipment so that it will last and provide the best sailing available. We ask that you respect the equipment.

### **We expect you to...**

- Use good Language. The use of profanity, obscene language, or obscene gestures is not permitted.
- Respect your instructors, your fellow participants, opponents and officials. The rules of Sail Canada and SSA are to be observed by all.
- Take care of your equipment and treat it like it was your own.
- Unsportsman like conduct will not be tolerated. SSA sailors must realize that they represent a tradition of fairness in competition.
- Be on time for sessions. Being late holds up your group and they can't hit the water without you !
- Never participate in any physical or verbal violence, under any circumstances.

### **Penalties and Discipline Enforced by SSA**

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

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

3. Third Strike: The sailor will have his/her membership revoked with no possibility of reinstatement for a full year and only upon recommendation from the SSA Board. No fee will be refunded.

### **Expectations of Parents and Guardians**

Since SSA sets expectations for our Learn to Sail participants, we feel it only fair that we apply the same standards to parents and guardians. We also need your help for our program to succeed. By setting a good example for our sailors, you exemplify our expectations of sportsmanship and fair play.

#### **We ask you to:**

- Encourage your child to play by the rules
- Make their participation fun
- Support their desire to learn to sail
- Show a positive attitude toward the SSA program and all of its participants
- Emphasize skill development and how they benefit your young athlete
- Applaud a good effort in victory and in defeat and enforce the positive points of the sport
- Familiarize yourself with your child's learn to sail program

Additionally, we always welcome feedback from you. We ask that if you have any concerns that you first address your concerns with your child's instructor/coach. If you are not satisfied that the issue has been addressed, then please take your concern{s} to our Sailing Director.

### **Adult Participants and Members**

While the sailor code of conduct has been written expressly with youth sailors in mind, it is important to remember that at whatever age we all deserve to be treated fairly and with respect. This code of conduct will apply to all participants and members regardless of age.

#### **Additional Policies**

When you register for a SSA program or when you become a member you will be linked to our general policies for all participants and members. It is incumbent on each participant and member to know and adhere to these policies.

SSA has a 'no dogs' policy on our grounds. We kindly ask that you respect this policy and leave your pooch at home. Service dogs are the only exception to this policy.

## **Sailor Training**

in this section you will find an overview of the Sooke Sailing Association's training practices.

## **CANSail**

All training that happens within the Sooke Sailing Association follows the Sail Canada CANSail model of training and is conducted by Sail Canada accredited instructors. Within the CANSail system sailors progress through levels that provide accreditation of their sailing skills (levels 1-6). Each level builds on the skills of the previous one and teaches sailors the fundamentals of the sport.

## **Groups**

Sailors are grouped based on skill primarily and age as a secondary factor. Placing a sailor in a group where they will be challenged to grow their skills is important while also having them in a group with people of a similar developmental age. Below are some examples of groups that we run throughout the year - each of the youth groups will always be available during one of our week-long or two-week-long youth camps but they may be structured differently for weekend or after school programs based on need. If you are unsure of which group to register your sailor for please contact the program director at:

**members@sookesailingclub.com.**

## **Youth Training Groups**

Wetfeet: A CANSail designed program for sailors ages 6-9 who are new to sailing. This program provides sailors an introduction to the sport with a focus on getting them comfortable on the water and introducing them to the basics of sailing. iCANSail - CANSail levels.

Intro to Opti: This program is intended for sailors ages 8-13 who are new to sailing or have a year-or-so of basic sailing experience. In this

program sailors sail Opti dinghies which are a small solo craft ideal for younger independent learners. CANSail 1/2 - CANSail levels

Intro to Double-Handed: This program is intended for sailors ages 11-16 who are new to sailing or have a year-or-so of basic sailing experience. In this program sailors sail small two-person dinghies such as the pirate dinghy. This program is ideal for more social youth who enjoy team sports outside of sailing.  
CANSail 1/2 - CANSail levels.

Advanced Opti: This program is intended for sailors ages 11-15 who have a couple of years experience in sailing the Opti. In this program sailors will build on the sailing skills they have learned previously and start to apply those skills to a racing context while learning more about the Opti. CANSail 3/4 - CANSail levels

Advanced Double-Handed: This program is intended for sailors ages 13-18 who have a couple of years experience in sailing double-handed boats. In this program sailors will build on the sailing skills they have learned previously and start to apply those skills to a racing context while learning more about teamwork as part of sailing.  
CANSail 3-6 - CANSail levels.

Advanced Single-Handed: This program is intended for sailors ages 14-18 who have a couple of years experience in sailing Optis or double handed boats. In this program sailors will build on the sailing skills they have learned previously and start to apply those skills to a racing context as a solo sailor.  
CANSail 3-6 - CANSail levels.

### **Adult Training Groups**

Adult Learn to Sail: This program is intended for adults (18+) who are interested in gaining a knowledge of the basics of sailing. You will learn along the CANSail curriculum which provides an excellent base of sailing knowledge for anyone who is just starting out. Adult training can take place in either dinghies or keelboats. CANSail 1-6- CANSail levels.

Adult Learn to Race: This program is intended for adults (18+) who have a knowledge of the basics of sailing and who want to expand that knowledge and start applying it to a racing context. This program

will help give you the tools you need to compete in dinghies or keelboats. You will learn along the CANSail curriculum which provides an excellent base of sailing knowledge for anyone who is just starting out. Adult training can take place in either dinghies or keelboats.  
CANSail 1-6- CANSail levels

## **Checklick**

Registration: Checklick is the platform where you will register for sailing programs. You will be able to select a program that is appropriate for you or your child, based on the training groups listed above, for the desired time and program. For example: Opti Intro for Saturdays during April OR Advanced Doublehanded for a two-week camp in July. Checklick allows for registrations to be processed with a credit card - if you would like to arrange alternative payment, such as Electronic Transfer, please reach out to the program director.

Sailing Levels: When you register through Checklick it creates a profile for you or your child and on this profile the coach can then award CANSail sailing levels and provide progress reports. During summer and March break camps these profiles will be updated weekly with sailor progress. During other programs these profiles will be updated every three sessions that the sailor participates in.

## **Contact Us**

Check the below resources for up-to-date information or reach out to us directly with a query at one of the contacts below.

### **Sooke Sailing Association Online**

Website - [sookesailingclub.ca](http://sookesailingclub.ca)

Facebook: Sooke Sailing Association

Instagram: [@sookesailingassociation](https://www.instagram.com/sookesailingassociation)

### **Registration**

**[sookesailing.checklick.com](http://sookesailing.checklick.com)**

If you have any questions regarding registration direct them to:

[members@sookesailingclub.com](mailto:members@sookesailingclub.com)

### **Membership**

Check out our membership guide on our website for all membership options and purchasing: **[sookesailingclub.ca/membership](http://sookesailingclub.ca/membership)**

If you have any questions regarding your membership direct them to:

[members@sookesailingclub.com](mailto:members@sookesailingclub.com)