



Letter from the Junior Activities Board & Program Director

Dear Parents and Sailors,

Welcome to the 2016 Summer Junior Program!

On behalf of Balboa Yacht Club and all of the instructors, I want to welcome you. We are very excited to have you as a part of our program. A terrific summer of sailing, friendship and fun awaits you.

We have worked hard to create a program with an excellent team of parent volunteers and instructors, and an outstanding curriculum with objectives for each class level, which will allow all of our juniors to find challenge and success in their summer program experience. Our program is designed to instill Corinthian spirit, promote water safety, teach the fundamentals of sailing to the beginners, refine the techniques of the experienced racers, promote mentoring, and provide enjoyable activities for all. Our instructors, from all over the globe, are enthusiastic and have many skills and knowledge to share with us. Be prepared to work hard, play hard, and sleep well each night. You can expect to learn something new every day. And while knowing how to tie a square knot often comes in handy...our number one goal is to teach our juniors to believe in themselves, to take pride in safe and responsible cooperative behavior, to have a lot of fun and to realize that satisfaction comes from giving 100% effort in all that you do.

The **Parent Handbook** has been designed to help you and your sailor prepare for a great summer of sailing! We want the sailors to have fun and to learn at their own pace, with a motivation to achieve their highest goals possible. We have also included the safety and behavior rules, which must be discussed with each sailor. The Yacht Club is for the enjoyment of many people. The Club rules benefit everyone and must be strictly adhered to.

It will be an incredible summer, and if sailing becomes your passion, BYC has fall as well as spring sailing programs that are tailored to let you continue your enjoyment of the sport. We'd love to have you with us all year around. If you have any questions, please email the BYC Sailing Office at Sailing@balboayachtclub.com.

Thank you for your support,

BYC Junior Activities Board

Becky Lenhart
Sailing Director

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Balboa Yacht Club

2016 Junior Sailing Program

Advisory board

Rear Commodore
JAC Chairperson
Program Director

Bill Bloomberg
Patrick Meegan
Becky Lenhart

If you are interested in becoming part of the Junior Activities Committee please contact JAC Chairman Patrick Meegan at Patrick.Meegan@hwcm.com

Junior Board

Commodore
V/C
R/C
Secretary/Treasurer

David Wood
Gray Hemans
Pearce Mendoza
Haylee Gurney

Goals

The BYC Program strives to:

- Operate a safe, organized sailing program
- Offer the best possible curriculum and racing opportunities to youth sailors of all abilities
- Promote sailing as a lifelong activity
- Build a foundation of future members of BYC
- Reach out to surrounding communities to spread goodwill
- Develop maximum participation in all youth regattas, clinics, and activities
- Actively promote respect for the environment
- Teach youth to maintain and be responsible for themselves and their equipment
- Teach the qualities of sportsmanship, teamwork, and cooperation

PARENTS – HOW TO HELP

Sports and particularly sailing for children can provide invaluable tools for building self-confidence, social skills and strong work habits. It takes a coordinated effort from the coaches, staff, and parents for your child to get the most out of the program.

Tips for Success

Parents can help by doing the following:

- Use this reference guide for answers to your questions
- Monitor the Jr. Calendar and plan early for events
- Volunteer for towing or Junior activities and fundraisers
- Ensure sailors arrive on time
- Notify instructors if sailors must leave early or cannot attend
- Be your child's "best fan"
- Support and root for all sailors
- Be involved by asking your kids what they learned or what they need to work on etc.
- Label your equipment

Regatta Parent

What a parent can do to help ensure their sailor enjoys regattas:

- One parent is expected to attend race regattas with their sailor. If either parent absolutely cannot attend, arrange for another parent to chaperone your sailor
- Monitor the program calendar and plan early which regattas to attend
- Register early if possible
- Ensure child has space for boat on departing trailers and ensure boats are loaded early
- Verify times to meet at BYC or regatta site
- Coordinate food and beverages for the sailor at the regatta
- Make sure sailor checks in at registration the morning of the regatta
- Make sure extra clothes are available
- Provide assistance when asked to do so by coach
- Be supportive. Be appropriate.

How to get the most out of the racing experience

- Keep winning in perspective and help your child do the same
- Help your child set challenging yet realistic performance goals, rather than only on winning
- Help your child understand the valuable lessons sports can teach
- Encourage all the competitors and congratulate those who deserve it
- Control your emotions in frustrating situations
- Encourage your child to compete against themselves
- Don't define success in terms of winning and losing
- Be supportive but let the coaches do their jobs
- Respect and abide by official decisions
- Train children to disregard uncontrollable things

2016 CALENDAR

JUNE 18 **Boat check-in & inspection...** All Sabot classes require 10am-2pm that the sailor have access to a boat. Boats must be seaworthy and you are responsible for the boat's upkeep. Boats must have all the necessary equipment before the program begins. The BYC Junior Staff will be on hand to assist with unloading and any rigging questions you may have. Rigging equipment will be available for purchase from Proctor Masts and Rigging.

It is mandatory that you attend the check-in/inspection day if you are a sabot sailor in Beginning Sabots through C2 Sabots - you must have your child's boat signed off by an instructor. If you can't make the 18th schedule an appointment with Becky in the Sailing Office.

JUNE 27 **First Day of Class...**Every sailor, regardless of age or previous experience will be required to take a simple swim test on the first day of class. Remember to bring dry clothes and a towel. The Sea Urchins will take their swim test later in the program after they have been introduced to life jacket, dock, and boat safety.

August 5 **Summer Program Awards Banquet**
The dinner will take place on the Flag Deck at BYC where we will finish the summer off in style. The event is semi-formal – dresses/skirts for the girls and collared or dress shirts/ties for the boys. Dinner will be served, awards given out and the summer will be recapped with a great slideshow. We encourage you all to attend!

Balboa Yacht Club's Junior Sailing Code of Conduct

This Code of Conduct represents the most important ideals and guidelines to follow in order to have the most fun during your summer sailing experience. Simply stated, it is an agreement by all sailors to:

- 1. Be cooperative, supportive, and respectful of other people and their property at all times.**
- 2. Participate 100% in daily activities.**
- 3. Understand and obey the sailing "Rules of the Road".**
- 4. Be gracious in success and failure, victory and defeat.**
- 5. Remember that your actions, both on and off the water, reflect on you, your family, and BYC's Sailing Program.**

***"You haven't won the race if in winning the race,
you have lost the respect of your competitors."***

Paul Elvestrom-4 time Olympic Sailing Medalist

CLUB ETIQUETTE FOR JUNIORS

- Life Jackets are to be worn by all sailors when they are in a sailboat, powerboat or on the docks.
- Swimming is permitted off the docks only with the permission of the Program Director and only with parent or coach supervision. **NO** throwing of persons off the docks.
- Unsportsmanlike conduct, including foul language, on or off the water will not be tolerated.
- Sailors will be respectful of their coaches, parents and all employees of Balboa Yacht Club.
- Do not borrow anything unless you have permission from the owner.
- As a matter of safety, do not run on Club property, especially on the Flag Deck and the docks, and wear your approved footwear at all times.
- Arrive on time for class and make arrangements to be picked up when your class is over.
- No skateboards, roller-blades, bikes, razors, etc. are allowed to be used on the Yacht Club premises. Keep these items in lockers or in bike racks.
- Stay clear of hoists. Hoists may only be used with instructor or dock crew supervision.
- Rig, launch, and recover boats promptly during assigned times, and stow all gear in proper areas.
- Help keep the boat yard clean. Coil hoses, return dollies to storage and pick up your trash.
- Eat lunch on the flag deck or in the snack bar area. Sailors are responsible for maintaining a clean outdoor environment at BYC. Please pick up after yourself.
- Sailors are not allowed in the Club House during program hours unless accompanied by an adult member.
- When you are done rigging or de-rigging your boat and storing your equipment, assist your classmates.

- When at other Yacht Clubs, conduct yourself in a manner that will reflect favorably on you, BYC, and its Junior Program.

JUNIOR PROGRAM RULES & REGULATIONS

- * A properly fitting **Type III U.S. Coast Guard Approved Life Jacket** shall be worn by all Juniors when they are on the water or on Yacht Club docks.
- * **PROPER ATTIRE** - Sailors in bare feet, bathing suits, or without shirts are not permitted in the Clubhouse.
- * **JUNIORS Who Are At The Club Outside Of Their Class Time Are Considered UNSUPERVISED.** Your child's Summer Program day begins and ends with their scheduled class time, as we are not in a position to allow a child to remain unattended on our property.
- * **NO HORSE PLAYING.** Specifically, this means NO RUNNING, NO WATER FIGHTS WITH HOSES, and NO PUSHING OR THROWING ANYTHING OR ANYONE ANYWHERE, ESPECIALLY IN THE WATER.
- * No running on Club grounds or the docks.
- * Sailors are not permitted to use the Junior Sailing Office phone, or the phones upstairs inside the Club, except in emergencies.
- * No riding bikes, skateboards, razors, roller blades or Go-Peds anywhere on Club grounds.
- * Dollies are to be used **ONLY** to get your boat to the water.
RIG YOUR BOAT IN THE WATER.
- * Pick up after yourself! This includes boat yard, eating area and junior room. Any gear left out at the end of the day may be retrieved in Lost and Found.
- * Turn off water and coil hose after each use.
- * No washing boats on the flag deck area, especially on the grass.
- * **All of your equipment must be marked in permanent ink with your name and/or sail number.**
- * Juniors are welcome to eat at the Snack Bar. Juniors are not to be upstairs in the dining room or bar area at any time during the Summer Program unless accompanied by a member parent or guardian.
- * Use of hoists is restricted to Club Members age 15 and above. Use of hoists is restricted to the launching and hauling of boats, and only reasonable time shall be allowed for such purposes. Permission for other use must be granted by the Junior

Sailing Director and the Dockmaster.

- * Junior sailors shall conduct themselves with Corinthian Spirit on and off the water, and shall not engage in any boisterous or offensive behavior.
- * Any sailor or guest who willfully or negligently defaces, injures, or destroys the property or the equipment of the Club or another person shall be held liable for its full value and may be dismissed from the program.
- * Any sailor or guest who “borrows” or uses the Club’s or another person’s property without permission will be appropriately disciplined.
- * Non member participation in the Junior Sailing Program allows use of the club facilities by the sailor only during summer program schedule hours. However, juniors participating in the Wednesday Night Twilights, and other publicized special events, may invite their parents to the Club BBQ following each race.
- * All Coast Guard and Harbor Department requirements must be observed on the water.
- * Club powerboats are for the use of authorized Club Members, staff or instructors **ONLY**. Club owned sailboats are to be used only with prior authorization from the Junior Sailing Director or Dockmaster.

DISCIPLINE PROCEDURES

Our program is built on a foundation of safety, fun, and learning. All participants are expected to conduct themselves in a Corinthian manner, and abide by the Code of Conduct and Rules & Regulations.

**POSITIVE BEHAVIOR CREATES POSITIVE CONSEQUENCES.
NEGATIVE BEHAVIOR CREATES NEGATIVE CONSEQUENCES.**

All Balboa Yacht Club Junior Summer Program Participants must abide by all club rules at all times. They are expected to respect the club's facilities, the staff and all of the members. Most importantly, all sailors will be expected to display the Corinthian Spirit both on and off the water.

- 1) First Offense – The instructor will handle the situation with the individual. The instructor will notify the Program Director of the offense and Director will then make written documentation of the problem for future reference.
- 2) Second Offense – The sailor will meet with the Program Director. An appropriate punishment will be assigned and a letter will be sent home to document the offense. The letter must be signed and returned to the Program Director the next day in order for the sailor to participate in class.
- 3) Third Offense – If the problem continues after step one and two, the Program Director will submit all of the facts to the Junior Activities Committee Chairman. Action will be taken swiftly by the Junior Activities Committee.
- 4) The Parent can appeal to the Junior Activities Committee if so desired.
- 5) The Junior Activities Committee will determine whether or not further action needs to be taken by the Membership Committee.

PARENT'S CHECK LIST

JUNIORS MUST HAVE:

- * Up-to-date medical and liability/release forms on file at BYC
- * A properly fitting Type III USCG approved life jacket
- * Shoes with positive closure...this means laces or velcro. Tennis shoes, sailing boots, aquasocks and teva-style sandals are acceptable. Flip-flops are not.
- * All rigging and sailing gear, including a paddle and a bailer. Ping pong or smashball paddles work well, and an empty plastic juice jug with the bottom cut out makes an inexpensive bailer
- * Water bottle
- * It is also recommended for them to have a visor/hat, sunglasses with UV protection, and both sunscreen and chapstick with a minimum SPF 15

JUNIORS WILL BE EXPECTED TO:

- * Be on time
- * Pass a swimming test in the bay fully clothed (including shoes), with and without a life jacket
- * Participate in class at all times (no snack bar breaks)
- * Rig and unrig own their own boat during class **without parental assistance**
- * Take proper care of equipment
- * Secure and store all their equipment daily immediately after class
- * Leave promptly after class is over and clean-up completed
- * Stay out of all boats, especially motor boats tied to the dock

PARENTS WILL BE EXPECTED TO:

- * Be encouraging, supportive, and understanding. Realize the difference between success and winning, and praise your child's success
- * Serve as Parent Of the Day
- * Stay away from class during class time

Please remember that your child's success or lack of success in sailing does not indicate what kind of parent you are. Nor does it indicate what kind of future they will have. But having an athlete that is respectable, coachable, a great teammate, mentally tough, resilient and tries their best **IS** a direct reflection of your parenting.

BASIC INFORMATION

RACING SABOTS

All Sabot racing team participants must be members of the International Naples Sabot Association (INSA). If you did not receive an application at the orientation, call the Junior Sailing Office. Please submit the form and dues directly to INSA.

EQUIPMENT

Please make sure that your child has ALL the REQUIRED equipment on the first day of class. The Boat Check-in/Inspection Days will allow you to rig the boat with an instructor to double-check that you are ready to go. Please reference the Equipment Check List in this handbook for guidance. Each student must have a properly fitting Type III U.S. Coast Guard approved life jacket...that you can find at West Marine and Small Craft (see equipment list). We recommend a style designed for sailing. Life jackets must be worn while on the docks and on the water.

LOST AND FOUND

Please mark all of your child's belongings with their name and/or sail number. Items left on the docks, in the boat yard, or in the junior room are placed in lost and found at the end of the day, and a fee will be charged for their retrieval (see Lost and Found Impound Fees). Please make sure your child has properly taken care of his/her belongings before leaving. We cannot stress this enough. Loss and theft can occur, and Balboa Yacht Club will not be held responsible for any personal items left on the property.

Boats left rigged overnight create a safety hazard and an inconvenience for Members using the Club outside of the Junior Program. These boats will be impounded, and it will cost \$25.00 to get your boat out!

WHAT'S HAPPENING?

A weekly bulletin will be sent via email, to keep you updated on the events and excitement of the Summer Program...please be sure we have an email address for you. In addition, you can always check the BYC website, www.balboayachtclub.com for notices, race results, and various postings.

LUNCH

Lunch is available daily at the BYC snack bar. The snack bar will be open Monday – Thursday from 11am-2pm. For most classes, however, it is not part of the sailing program and is unsupervised. The exception is the Sabot Racing classes whose lunch break will be supervised by the Parent of the Day. Sailors in the morning and afternoon classes may eat before and/or after class, since they will not have a scheduled break during class time. As always, it is the sailor's responsibility to follow the Club's Rules & Regulations. The juniors are not to order or eat upstairs during the hours of the Junior Program. The bar area is closed to juniors outside the company of their parents at all times.

Instructors are given a thirty minute break to enjoy their lunch. Please respect this time that is set aside for them. You may schedule an appointment through the Junior Sailing Director if you need to speak with an instructor.

TELEPHONE

Parents and sailors are encouraged to make their daily arrangements before sailing begins. In case of an emergency, illness, and for sailing business, the phone in the Junior Office will be used. The upstairs house phone is not available to any junior during program hours. ***CELL PHONES ARE NOT PERMITTED DURING PROGRAM HOURS!!!***

Parents who need to leave messages for their children may call the BYC Sailing Office 949-673-3515 ext. 133.

PARENT OF THE DAY

Parent of the Day provides an essential function necessary for the success of our program. It also gives you a unique opportunity to observe your sailor during their day at the Club. Parents of Summer Program sailors are asked to be Parent of the Day at BYC at least once during this summer. You are committed to your assigned day and time, and you will be expected to give attention to the sailors in the program and help with anything needed that will help the day run smoothly. Please do not schedule any meetings or luncheon dates at the Club during your assigned time. Before the program begins, a P.O.D. Calendar will be given to you listing each day's assignments. If you must make a change, it is your responsibility to call the other parents listed and find someone to take your place. Please then call the Sailing Office to inform them of the change.

During your day, you will be responsible for enforcing the Rules & Regulations. If any child is injured you will be responsible for contacting the Junior Sailing Director and the parents. You may also need to provide transportation to an emergency room if necessary; carrying along the necessary emergency slip.

EQUIPMENT STORAGE

Members should make arrangements for a locker through the Front Office. Members without a Club locker and all Non-Members need to sign up for temporary program storage during the registration time. We have limited summer locker space, and it will be filled on a first come first serve basis. Summer juniors will share a locker space with one other sailor.

BOAT/MAST STORAGE

Members should make arrangements for boat and mast storage through the Front Office. Members without a current storage space and all Non-Members need to sign up for temporary program storage during the registration time. We have limited summer storage space, and it will be filled on a first come first serve basis. There is one available date to bring your boat and equipment to BYC for check-in and inspection: **June 18 from 10am to 2pm (or by appointment)**

Boats must be seaworthy, with adequate positive flotation, and you are responsible for the boat's upkeep. All boats need to be completely ready to sail before the first day of class. The BYC Junior Staff will be on hand during the check-in times to assist with

unloading and any rigging questions you may have. Rigging equipment will also be available then for purchase.

It is mandatory that you attend the check-in/inspection dates and have your child's boat signed off by the instructor – for Beginners through C3 classes

For any major work required, contact Hans Van Iseghem or Proctor Masts and Rigging. Numbers listed towards the back of this handbook.

SABOT NATIONALS

Junior Sabot Nationals is the accumulation of summer Sabot racing. All Sabot C1, B, A, and top “C Championship” sailors are invited to participate. Sabot C2's may consider attending after checking with their coach and the Junior Director. This year nationals are being hosted by the Mission Bay Yacht Club August 1st – 3rd. The club has made arrangements with the Dana Hotel for a group discount – group name “BALBOA”. More details will become available during the Summer Program.

PARKING

Parking on Club grounds is for Members only. All others will be towed. BYC is aware of the challenging parking situation and needs your cooperation to make the situation as workable as possible. Please do not park in any of the spaces designated for Flag Officers. There is a drop-off zone on Bayside Drive in front of the Club for your convenience. The South Yard parking lot will be open for the first day only. **Thank you in advance for your understanding.**

SUMMER AWARDS BANQUET – August 5th (all sailors and their family)

This is a very special night during which the sailors are recognized for their hard work and participation in the Junior Summer Program. Awards will be given for achievement in each class, and several perpetual trophies will be given to the most outstanding sailors. Reservations will be necessary, so please plan ahead. Sailors attending only the first three-week session are encouraged to come back for this event!

BOAT PREPAREDNESS

It is the responsibility of the sailor and parents to take care of any damaged or missing parts. ***The Summer Instructors are not responsible for fixing boats or replacing missing parts.*** If you have been informed by your child's instructor or the Junior Program director that your boat is not sailable and do not get it repaired before the next day of instruction your child will sit with the Parent of the Day until he/she can be picked up.

DAMAGES

BYC is not responsible for damages done to boats during the Junior Sailing Program. Involved parties are responsible for resolving issues amongst themselves, BYC Staff is not to be involved in damage resolution.

BOAT REPAIR

Hans Van Iseghem
949-280-3841

BOAT SUPPLIES

Proctor Masts
714-979-7820

Sailing ProShop
885 West 16th Street
Newport Beach, CA 92663
800-354-7245

SAILS

Ullman Sails
2710S.Croddy Way
Santa Ana, CA 92704
714-432-1860

North Sails
1631 Placentia Ave.
Costa Mesa, CA 92627
949-645-4660

BOAT SAFETY CHECK LIST

The following is an example of what will be covered during your boat check-in/inspection time. Please use this list beforehand to determine any areas in which you are in need of parts or work on the boat, and contact the appropriate resource on the Equipment List page.

Your name _____ Sail # _____
Hull Color _____ Name of Boat _____
Storage Space # _____ Swim test, okay? _____ Capsize test, okay? _____
12 foot bowline _____ Fixed mast step _____
Mast blocks (attached to each other) _____
Mast tube attached and working properly _____
Downhaul attached and working properly _____
Boomvang attached and working properly _____
Traveler system? _____ Working properly _____
Outhaul _____ Quick release without losing parts _____
Hiking strap _____ Gudgeons and pintels in good shape _____
Rudder and tiller extension in good shape _____
Mast _____ Boom _____
Gooseneck fitting close to mast _____ Proper height _____
Do all blocks run free _____ Paddle tied on to boat _____
Bailer tied on to boat _____ Leeboard _____ Washer _____ Floating
Handle _____
Is the hull water tight _____ Seaworthy _____ Flotation _____
Lines: main sheet _____ boomvang _____ downhaul _____
INSA or CF sticker _____ Protest flag _____
Extra blocks, shackles, pins, flotation covers, leeboard handle, duct tape, line _____

SAILING GEAR

MARK ALL ITEMS CLEARLY WITH NAME/SAIL NUMBER

THE BASICS

sailing bag/back pack
sailing gloves
sunglasses that provide UV protection
sunscreen
racing watch
shoes with "heal strap"
life jacket

hat/visor
croakies
towel
chapstick with sunblock
snack bar money
water bottle

CLOTHES

HEAVY WEATHER

sweat pants
t-shirt/sweatshirt
socks & sailing shoes
foul weather gear
jacket/windbreaker

MEDIUM/LIGHT WEATHER

shorts/pants
sweatshirt/t-shirt
bathing suit

AFTER SAILING

towel
a change of dry clothes
dry socks and shoes
hair brush/dryer/shampoo

TRAVEL CHECK LIST

BOAT ITEMS

1. boat
2. boom
3. mast
4. tiller/extension
5. rudder
6. leeboard
7. sail
8. weights

LINES

1. dock line/painter
2. main sheet
3. boomvang
4. downhaul
5. tie downs

PARTS

1. inspection port covers
2. paddle
3. mast & pin blocks
4. life jacket
5. bailer
6. mast can
7. floating leeboard handles
8. weights, if applicable
9. spare blocks, shackles, pins
10. duct tape
11. protest flag
12. zip lock bags for race chart
13. tool box
14. extra boom/mast...