



INFORMATION PACK

CLOSING DATE
Wednesday 9th July
2018

NORFOLK BROADS YACHT CLUB

Cadet Week 1 - 6 to 10 August 2018
Cadet Week 2 – 12 to 16 August 2018



INCLUDING:

Frequently Asked Questions

Outline Programme 2018

Courses available

Kit List

Application Forms

These notes should contain all you need to know about Cadet Week, as well as some important forms you need to complete. Please take time to read all the notes thoroughly as they should answer most questions you may have.

If after reading the notes you do have any questions about money matters please ask the club office manager@nbyc.co.uk (01603 782808) and for everything else ask Ian Patience Ian@sailpowerboattraining.com or 07860 658430 who is Principal of the NBYC Sailing School

INTRODUCTION

This year we are running two cadet camps, places are on a **first come first serve bases**. Both weeks will run identical.

The Course runs as follows. Week 1 Monday 6 to Friday 10 Friday August and week 2 Sunday 12 to Thursday 16 August from 09.30 to 16.30 daily

Once you have paid you will be sent an e-mail informing you of your place. Also we will sending joining instructions 3 weeks before the week starts.

Below is an outline timetable and course programme, this is subject to change depending on sailor numbers.

Daily Timetable	Water Rates	Stages 1-4 & Sailing Fun Groups	Racing Group
09.30	Main briefing for everyone in club house	Main briefing for everyone in club house	Main briefing for everyone in club house
09.45	Sailors group briefing	Sailors group briefing	Sailors group briefing
Am	Activities on the water	Activities on the water	Activities on the water
Lunch	1230	12.40, 12.50, 12.55, 13.00	13.15
PM 14.00 16.00			
Afternoon activities			
<ul style="list-style-type: none"> ➤ Swallows & Amazons ➤ Canoeing ➤ Raft Building ➤ Rowing races <p>Friday is Prize giving Thursday evening is BBQ evening bring your own food</p>	Each group will do a different activity each afternoon	Each group will do a different activity each afternoon	Each group will do a different activity each afternoon
1630	End of day	End of day	End of day

(1). Family order form needs to be completed for tickets

COSTS –

NBYC Members the cost for a student for the whole week is £120

Non NBYC Members the cost for a student for the whole week is £190

To apply to join the Course you will need to fill out the forms at the end of these notes. Do read the rest of the notes first though, because they contain important information. Please send the forms into the office with your log book and cheque or to pay by debit card or BASC call the office.

All applications are taken strictly on first come first served basis. No place can be reserved unless accompanied with full payment.

If the course is oversubscribed before the closing date, a reserve list will be set up. We have places for 52 for each week in total.

GROUPS

Water Rats	Must be Aged 7+ Ratio 4:1 Own boat may not be necessary	This course is designed as a fun water confidence course so students will be ready to join Stage 1 at Easter Sailing School 2017. This is not an RYA certificated course.
Stage 1	Aged 8+ . RYA certificated course. Ratio 6:1	By the end of this introductory course, you will have a basic understanding of how a boat sails, and some experience of steering and handling the boat.
Stage 2		During this course the tack and gybe will be taught so the student can sail a figure of eight course.
Stage 3		Having completed stage 3 you will be able to sail in any direction and rig and launch your boat.
Sage 4	Age 9 plus RYA certificated course. Ratio 3:1	Introduction to double handed sailing
Water Fun	Age 9 plus and sailors who have stage 3 and above Ratio 6:1	Fun based week around seamanship skills and developing new sailing skills on single handed dinghies and keel boats
Racing Group	RYA Stage 3 or above. No racing certificates awarded. Daily and Series Prizes.	Racing each day culminating is a series by the end of the week. Each day will start with briefings on land and coaching on the water whilst racing takes places.

Those who have had very little or no sailing experience are best to start on water rates or Stage 1. Even if your child is an accomplished sailor, but young, we still encourage you to start on Stage 1 as this week is also about making friends within the club and having fun. We will not hold a sailor back and will progress them to the next level if they are showing signs of being “the next Ben Ainslie”!!

When you receive a certificate from NBYC you can be confident that you have earned it 100%. We do not give attendance certificates. As Principal I know that any of our sailors can go to another centre and if they say they have accomplished say Stage 3, they will be able to sail to that ability and above.

BOATS

If you do not have a suitable boat of your own for the course we are able to hire Optimists and Toppers and Wayfarers for your use during the week. The cost of this is £65.00 (including insurance cover for the boat).

For those with their own boats Optimist, Topper, Mirror, Pico and Feva are the recommended classes. Students on Stages 1 -3 need to have an optimist or topper. If there is a mixture of boats in a group as a last resort we will ask children to ‘swap’ boats in order to make a workable group. Please make sure your boat is in a fit condition to sail. All boats must hold third party boat insurance to £3 million. Please confirm on the booking form that you are happy for your boat to be used on the course by your child.

CLOTHING

Please make sure you check kit bags each day. Try making a list of all the things you need to bring and tick them off as you pack them. Too many is better than no change of clothes

All Students/Helpers/Instructors/and other children need to wear a Life Jacket or Buoyancy Aid correctly at all times except when they are in the Car Park or in the Clubhouse. This is a very good habit to get into at any time you are near water. It is one less thing to worry about knowing if you take your eyes off your child for that one second, at least when you see they have fallen in the water they will be floating.

Look on the label inside the buoyancy aid (BA) to make sure it is the correct size for the weight and height of the sailor. Also try the BA on the child and do up the belt, zip and crutch straps. Grab hold of the shoulders and lift. If they are now lying on the floor in a heap, then chances are that it is NOT a good fit for their size!

Complete change (or two) of clothes. Including a dry towel. Bin liner to take wet clothes home.
Wear warm, comfortable clothes. (It is always one sweater colder on the water!). Fleece clothing is good as they wick any moisture away from the skin and therefore you keep warmer, and it also dries out much quicker. Thermal t-shirt and long johns and thermal ski type socks are good for cold days.
A waterproof/windproof jacket and trousers. (Not quilted clothing)
Soft canvas shoes, or trainers, or dinghy boots, with soft rubber soles. Shoes invariably get wet. Plastic bags over socks inside shoes help keep feet warm, and make it much easier to slip feet in and out of shoes/boots.
Gloves are useful, sailing, gardening or old wool types, especially without full fingers.
Hats. Warm one for cold days and sunhat for sunny days. Neck warmer – fleece variety really work for keeping warm.
Please ensure you secure any specs. And only wear waterproof watches.
No earrings to be worn. Long hair should be tied back.
Total block sun cream.
Personal buoyancy (50n min) and Fitting. NOT the self-inflating type for students.
Pupils in the racing groups will need to have waterproof racing stop-watches.
Wet suits are strongly recommended with windproof top and trousers over.

PLEASE ENSURE ALL CLOTHING IS MARKED WITH OWNERS NAME.

T-SHIRTS

All students will be given a T-shirt but we need to know what size. Helpers who are there for the week will also be given a shirt. If anyone else would like to purchase one for themselves or siblings please indicate on the Family Order Form, (one per family please)

LOGBOOKS

Except for Stage 1 students, who will be given a logbook, all sailors should have a logbook to record their experience and hold their certificates (please stick them in so they are not lost!). If you have lost your book we can organise a replacement at a cost.

Please complete the log at the back of the book to show how much time has been spent on the water over the last year.

I need to give your books to the Instructors before the course so they know what needs to be accomplished during the week.

FOOD AND DRINK

The kitchen will be open each day.

Tabs will be set up for each family. Please settle account before prize giving at the end of the week.

SUPERVISION AND MEDICAL

Spending a whole week sailing is physically and mentally exhausting for the children (and instructors/helpers). Far more tiring than in school so just in case it all gets too much we need to have someone to take over from the helpers if a child is brought into the clubhouse. As a result we require all children under 12 to have a parent on site at all times during the Course.

You may, however, arrange for your child to be in the care of another adult who your child knows. The name (mobile number) of the person in charge must be entered onto the signing in sheet. We request an adult should not be responsible for more than 3 children including their own.

So that we know how many people are on site, please bring your sailors to the clubhouse and sign them in each morning and collect them from the clubhouse each evening. This gives you the opportunity to

check that we have your correct contact phone number every day and also gives us an opportunity to let you know if there is any information you need to know.

When completing the application form, please give us all the information necessary on the medical part of the form. This information is treated confidentially. We have a medically trained person on site in the clubhouse most of the time.

We all learn in different ways and to ensure that every child get the most out of the week we like to know of any special needs. This information is treated in the strictest confidence but gives our Instructors a valuable insight. If you would rather chat this through please give Ian a call.

THE Last Day

On Friday we have a prize giving and thank you ceremony. This will take place about 3.30pm.

Please complete ALL forms and send to the office make sure you have included the following:

- Student Form – one for each child please
- Medical form
- Family order form – one per family
- Logbook

3 LOG BOOKS PLUS + APPLICATION = package rate
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Please print clearly on the forms.

A receipt of application will be sent by email – please ensure you include a valid email address.

Ian Patience

Principal of NBYC Sailing School

Ian@sailpowerboattraining.com 07860 658430

NORFOLK BROADS YACHT CLUB CADET WEEK 2018 – STUDENTS FORM

(one form per student please)

Date of Course		LOG BOOKS MUST BE SENT WITH FORM (Stage 1 students will be given one)	
Name of Course	PLEASE CIRCLE YOUR CHOICE: Water Rats / Stage 1 / Stage 2 / Stage 3 / Stage 4 / Water Fun / Racing Group		
I have my own boat which is Optimist/Topper/Feva/Mirror/pico (please circle) Boat Number		£120.00 Members of NBYC £190.00 Non Members of NBYC	
I have no boat and would like to hire an Optimist/Topper/Wayfarer stage 4 (please circle)		£ 65.00 DELETE IF NOT REQUIRED	
Please make cheque payable to NBYC. If you wish to pay by Debit Card or BASC please tick here <input type="checkbox"/>		£	
BASC details – Sort Code		Account Number	
PERSONAL DETAILS (One applicant per sheet) All NBYC Subscriptions MUST be paid before sending in application for Cadet week if Member of NBYC			
First Name:		Surname	
Age		Date of Birth:	male / female please circle
Address inc. post code:			
Telephone	Home	Mobile	E-mail:
Declaration:- Tick as appropriate <input type="checkbox"/> For Boat Owners:- I confirm that I carry third party insurance of at least £3,000,000 and will continue to do so whilst sailing on water controlled by NBYC. <input type="checkbox"/> I Confirm that I am willing for my boat to be used on the course.			
Signature of Parent/Guardian		Date	For office use only Log book received Yes / No

Data Protection Act 1998.

The above information will be used by Norfolk Broads Yacht Club to process your entry and to deal with you as a Student.

We take photos of competitors for publicity purposes, including for use on our own website and/or the websites of our sponsors. If you object please tick here

RYA RISK STATEMENT

Sailing is by its nature an unpredictable sport and therefore involves an element of risk. By taking part in the event, each competitor agrees and acknowledges that:

- a) They are aware of the inherent element of risk involved in the sport and accept responsibility for the exposure of themselves, their crew and their boat to such inherent risk whilst taking part in the event;
- b) They are responsible for the safety of themselves, their crew, their boat and their other property whether afloat or ashore;
- c) They accept responsibility for any injury, damage or loss to the extent caused by their own actions or omissions;
- d) Their boat is in good order, equipped to sail in the event and they are fit to participate;
- e) The provision of an organising committee, patrol boats, Instructors and other officials and volunteers by the organiser does not relieve them of their own responsibilities;
- f) The provision of patrol boat cover is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances;

NORFOLK BROADS YACHT CLUB

Medical consent form 2018

It is your responsibility to make known any potential medical conditions that may affect the person named below during the activities associated with the training programme or event they are taking part in. Please therefore provide as many details as possible. This information will be shared with the organisers and coaches at the Training/Events as appropriate. (Add another sheet with details if necessary)

APPLICANTS NAME: **Date of Birth:** **Age:**

Do you suffer from any medical condition we should be aware of?	Yes/No	Details	
Are you having any medical treatment at present?	Yes/No	Details	
Are you currently taking any medication?	Yes/No	Details	
Is your anti-tetanus injection up to date?	Yes/No	Date	
Are you allergic to anything? If a special diet is required, please bring packed lunches.	Yes/No	Details	
NEXT OF KIN DETAILS (essential emergency contact information for course duration)			
Next of Kin: – Name		Relationship:-	
Address: if different from other side.			
Tel Nos:	Daytime	Evening	Mobile
Doctor	Tel:	Practice:	

I the parent/guardian of give permission to the organisers/coaches at activities during the Training/Events to administer any relevant treatment or medication to the above named participant when or if necessary.

In an emergency situation I authorise the organisers to take my son/daughter to hospital and give my full permission for any treatment required to be carried out in accordance with the hospital's diagnosis. I understand that I shall be notified, as soon as possible, of the hospital visit and any treatment given by the hospital.

Parent / Guardian's* consent(Name)(signature) * *delete as applicable*

FAMILY ORDER FORM.

Name

T-SHIRTS

Children's sizes in cm, adults in inches. Indicate how many T-Shirts you would like to order. The students on the course will be given a T-shirt, but we do need to know their sizes. If you volunteer to help for the whole week you will be given one but we need to know what size. If you wish to purchase shirts for the rest of the family please indicate what sizes and pay the extra.

92 cm		Small, 35/37 inches	
98		Medium, 38/40	
104		Large, 41/43	
116		Ex-Large, 44/46	
128		Ex-Ex-Large, 47/49	
140		3XL, 50/52	
152		4XL, 53/55	
164		5XL, 56/58	
Purchase of extra Shirts £4.00 Total for Children sizes	£	Purchase of extra Shirts £5.50 Total for Adult sizes	£
		Total extra for Tshirts.	£