



community sailing center  
lake champlain : burlington vermont

## High School Sailing Program Manual

The High School Sailing Program was established in 1997. Students from any school whether public, private, or home-schooled are welcome to participate in the high school sailing team if they are in good academic standing at their school.

### General Information

#### **Spring Season**

The spring season is six weeks long, beginning in the last week of April and ending the last week of May. Students must have been a part of the high school team or have previous experience racing (approval by the CSC Program Director is needed).

#### **Fall Season**

The fall season is eight weeks long and begins the last week of August and continues through late October. All students are invited to participate in the fall season as long as they have completed a Level 1 Sailing Camp with the CSC or equivalent (please direct questions about ability to the Program Director).

As a member of the High School sailing team you will be required to assist the Community Sailing Center Staff in assembling your boats at the beginning of the spring season and assist the CSC in de-rigging your boats at the end of the fall season. Although it is not required that sailors attend additional volunteer work days, it is greatly appreciated.

In order to ensure the success of the team and maximize the experience all sailors have it is important for sailors and parents/guardians to participate in fundraising activities throughout the year. Fundraising events allow the CSC to maintain the boats on a regular basis (as they go through a lot of wear and tear with the racing) while keeping the registration costs down.

At the start of each season the Parent/Guardian Team will assemble in order to outline a list of fundraising opportunities that they will participate in throughout the season. Once the events have been approved there will be a fundraising meeting in order to assign each event to a parent/guardian team and several sailors. The CSC will assist the parent/guardian team with whatever hurdles they come across in this process. However, it is up to them to plan and successfully execute the fundraising event.

#### **Individual Teams**

The High School Sailing Program is currently comprised of 3 separate teams:

- Champlain Valley Union High School
- Burlington High School
- NVHSST (This team is open to any student regardless of the school they attend)

{ PO Box 64818 Burlington, VT 05406 : 802.864.2499 : [www.communitysailingcenter.org](http://www.communitysailingcenter.org) }



# community sailing center

lake champlain : burlington vermont

## Practice

Each sailor practices 2-3 days a week, 3:30-6:30 pm for the entire season. Sailors only practice on their assigned days unless otherwise approved by the coach to practice on a different day.

### *Sample Practice Schedule:*

3:30 Arrive and get dressed to sail  
3:45 rig boats  
4:00 Chalk Talk  
4:15 Launch Boats  
4:30 Practice on water  
6:00 All boats to the docks and on land to de-rig  
6:20 Debrief  
6:30 Dismissed

\*Practice is **rarely** cancelled. In the event that practice is cancelled you will receive an email by **2pm** and the coach will call schools to try and have announcements made over the loud speakers.

## Team Communication

### Using Google Groups

We will use Google Groups to coordinate regatta logistics. It functions as an email list.

An email sent to [fall-nvhsst@communitysailingcenter.org](mailto:fall-nvhsst@communitysailingcenter.org) will go to all of the high school parents, sailors, and the Coach for this season's team. If you wish to reply just to the sender, then use their email address.

### Regatta Coordination

The Coach will email individual groups that are attending specific regattas. All regatta planning (drivers, food, housing, etc.) should be done with this smaller group rather than on the larger list.

## Community Sailing Center Contacts

- For questions or concerns about your team practices or regattas, please contact your team coach ([coach@communitysailingcenter.org](mailto:coach@communitysailingcenter.org)).
- For questions about car pools, housing and food planning for specific regattas contact your regatta group via email.
- Please contact the Program Director, Mary Dowd ([mary@communitysailingcenter.org](mailto:mary@communitysailingcenter.org)), in regards to registration, financial aid, seasonal fees, administrative issues, volunteer opportunities and any general questions you might have about the high school program.
- CSC Contact Information  
P.O. Box 64818  
Burlington, VT 05406  
(802) 864-2499



## Athletes

### Behavior

There are a variety of activities happening at the Sailing Center on a daily basis. It is important for High School sailors to be conscious and considerate of community renters and other program participants.

### **NVHSST Participant Code** *(all sailors must read this)*

This Code of Conduct represents the most important ideals and guidelines to follow in order to get the most out of your high school sailing experience. All sailors will:

- Be on time for lessons and attend them regularly.
- Sail for the fun of the sport.
- Be cooperative, supportive and respectful of other people and their property at all times.
- Listen to and follow the coach's directions.
- Listen, ask questions, and watch others to see how you can better your skills.
- Participate 100% every day.
- Be a team player.
- Be considerate in success and failure, victory or defeat.
- Use good language – the use of profanity, obscene language, or obscene gestures is not permitted.
- Remember their actions both on and off the water reflect upon the sailing team.
- NEVER participate in any physical violence, fighting etc. under any circumstances.
- Be responsible for the rigging and de-rigging of their boats.
- Help others on their team move their boats in and out of the boat yard as necessary.
- Will not be dismissed until all boats are stored properly and the site is cleared.

### Discipline

If any participant is unwilling to maintain safe conduct while on sailing center grounds or on the water and demonstrates inability to follow the code of conduct, he/she will be subject to discipline according to the following steps:

1. Verbal warning from Coach.
2. Discussion with Coach, report to Program Director and documentation of behavior.
3. Notification to parents and documentation of behavior.
4. Parent conference with Program Director and Coach prior to returning to team practices. Discipline may include suspension from program activities for a day.
5. Chronic disciplinary issues cannot be tolerated in a waterfront program. To ensure safety and fairness to all sailors and instructors, disciplinary action may include but not be limited to immediate dismissal from the program.

### Attendance Policy

- Students who are not in attendance at school may not participate in practice that afternoon (unless excused from school for medical/personal reasons).
- Sailors should attend all 3 weekly practices.
- If you cannot attend practice you **must** contact your coach by 10am that morning at the latest (email is best)!



# community sailing center

lake champlain : burlington vermont

## **Parents & Guardians**

Parents/Guardians play an integral role in the functioning of the sailing team, without their help and dedication we would not be able to have such a dynamic high school sail racing team. We greatly appreciate everything the parents/guardians do for the team and will rely on them throughout the season for a variety of different purposes.

As a parent/guardian of a high school sailor we rely on you to support the logistical and organizational systems that allow all of this fun racing to take place. These efforts can be as simple as helping to serve lunches at a regatta, organizing local or regional events, or becoming a parent/guardian coordinator.

## **Communication**

The communication between parents/guardians and instructional staff is a key element in providing an effective and successful sailing experience. If you have a specific concern or issue relating to sailing instruction that you would like addressed please refer to the following guidelines:

1. First, kindly speak directly to your child's coach but NOT during practice times.
2. If you feel that you did not receive satisfaction then please speak to the Program Director.
3. Lastly, you can speak to the Executive Director.

Please follow the above protocol to assist us in providing a consistent approach mutually agreed upon by all. Following these guidelines promotes respect and trust within the program and its' staff. We all thank you for your support and look forward to a safe, fun, and memorable season.

## **Practices**

### **Practice Cancellation Policy**

Sailing practice is cancelled from time to time. *We do*, however, sail in most weather conditions such as rain, snow, and cold temperatures.

### **We will NOT sail if:**

- There are thunderstorms close by (often an on-site decision; practice is not usually cancelled ahead of time).
- Two of the following are accurate: the wind is above 20 mph (sustained), the air temperature is below 30 degrees and the water temperature is below 40 degrees. *This is the 20:30:40 policy.*

### **Things to keep in mind**

- Practice is not necessarily cancelled if school is cancelled. It is likely but *should not be assumed*.
- Please also consider that when, for example, the lacrosse or track team practices are cancelled this does *not* mean sailing is cancelled—we do not depend on dry fields.
- The seamanship ability (i.e. experience) of the sailors scheduled to practice that day may also be a factor.

### **Course of action if practice is cancelled:**

- Email is a major source of communication for this large program. The head coach will email sailors by 2pm if practice is cancelled.
- The coaches will attempt to call schools and have announcements made over the intercom about practice being cancelled.

{ PO Box 64818 Burlington, VT 05406 : 802.864.2499 : [www.communitysailingcenter.org](http://www.communitysailingcenter.org) }



# community sailing center

lake champlain : burlington vermont

## **Gear**

As we all know if you don't like the weather in Vermont, wait five minutes and it will change. This holds true for the weather throughout both sailing seasons. It is important for sailors to come adequately prepared for a variety of weather at practice. Below is a list of required and suggested gear for practice.

### **Required**

- Lifejacket/P.F.D.
  - Booties or old sneakers
  - Hat and/or sunglasses and water bottle
- (Absolutely no bare feet, slides, flip-flops, or tevas)**

### **In Cold Weather**

- long underwear
- fleece top and bottom
- Foul weather gear/ waterproof rain gear
- Wetsuit/drysuit
- warm hat
- warm socks
- boots
- sailing gloves

### **In Warm Weather**

- shorts (surf shorts, or lycra/under armor short spandex recommended)
- t-shirt
- bathing suit
- boots/old sneakers
- hat and sunglasses
- sunscreen!

Lycra, Under Armor, and rash guards are useful as they dry quickly

**Additional gear required for spring season only:** A full wetsuit (top and bottom) or a dry suit.



# community sailing center

lake champlain : burlington vermont

## **Regattas**

Sailors on the team participate in regattas involving other clubs and sailing teams. When they do so, they are representing CSC and expect that they will conduct themselves accordingly. Parental/Guardian support and involvement are important to the success of these events. If your sailor is participating, we will ask you to help with transportation, housing, and chaperoning. *Without your help, participation in these events is not possible, thank you!*

## **What to bring to the Regatta**

Make sure to check the weather for the day of the race and plan accordingly. You should always bring with you: a multitude of layers for sailing, foul weather gear, bathing suit, towel, hat and sunglasses, and a change of clothes. Before leaving for the regatta make sure to check if food is provided. If not, be sure to pack lots of snacks and make them “waterproof.” Oftentimes athletes eat on the water so it is important to put sandwiches and snacks in ziploc bags (minimal packaging preferred, in order to avoid litter in the water).

## **Once you’re at the regatta site**

Sailors must register for the regatta upon arrival. This is usually somewhere in the host clubhouse. Registration requires completion of a parental consent form with an adult signature. You will also need to give your name, DOB, sail number, and team you are sailing for. Be sure to pick up a copy of the sailing instructions and read them if provided.

## **Typical Regatta Schedule:**

Complete schedules for each event can be found on the regatta’s NOR (Notice of Race)

- 0930- Report Time- all sailors should be at the site
- 1000- Skipper’s Meeting
- 1100- First Race (with more to follow)  
*Lunch often on the water*
- 1600- Last Race
- 1730- Departure

During the skipper’s meeting the race course and sailing instructions will be reviewed. After the meeting sailors should check in with their coach before launching their boats. Sailors should listen for the harbor signal that indicates the launch. This is when the race committee leaves the dock to go out to the race course. Sometimes they postpone departure due to wind/weather conditions.

Cost of travel is not covered by the high school sailing registration fee. The Community Sailing Center will cover the cost of all entrance fees into the regatta, unless the host site is charging a per sailor fee. Travel to and from the regatta and food is up to the sailors and parents to take care of unless otherwise specified.

## **Regatta Availability & Selection**

- You are required to submit your regatta availability to the coach after the first week of practice.
  - *It is incredibly difficult for the coach to manage changing availabilities*
  - PLEASE contact your coach *immediately* if you cannot attend any regatta on your schedule.

{ PO Box 64818 Burlington, VT 05406 : 802.864.2499 : [www.communitysailingcenter.org](http://www.communitysailingcenter.org) }



# community sailing center

lake champlain : burlington vermont

- Only if there is additional space available will sailors from CVU and BHS be able to attend regattas that NVHSST is signed up for (since it is an open team).
- Sailors are asked to attend regattas based on their *attendance at practice, commitment to the team, positive attitude, and availability.*

## Regatta Formats

Both seasons include both *Fleet Race* and *Team Race* regattas (although there is more team racing in the spring and more fleet-racing in the fall). Most of the regattas we attend will be fleet races.

1. In *Fleet Racing*, there are 2 divisions (A and B). Each team has one boat for each division, so teams are represented by four sailors (two sailors per boat).
  - a. At some of the regattas, we will have two teams (two boats per division) from each individual school, to allow more participation from home teams.
  - b. Generally, the two divisions alternate using the boats. For example, if your son or daughter is sailing in B division, he/she will be on land when A division is sailing.
2. In *Team Racing*, there are only six boats in a race at one time. There are just two teams racing against one another, each team using three boats (six sailors). The goal of each team is to have fewer points than the other team; scoring 10 points or under ensures a win. Boats are assigned points equal to their finishing position. Therefore, one team's boats finishing in 1<sup>st</sup> place, 3<sup>rd</sup> place and 6<sup>th</sup> place =  $1+3+6 = 10$  points = win.

**Spectating:** Unfortunately, sailing is not an easy sport to watch and most high school regattas do not have spectator boats. However, your sailor will be on land for a portion of the day and 'fans' are always appreciated. \*\* Binoculars help! \*\*

**Meals:** Host teams do not usually provide a lunch for visiting sailors. It is the responsibility of each team, unless otherwise noted, per the regatta NOR, to provide for their own food and water.

## Race Tips:

Sailors should ask around to get an idea of the types of currents, water depths, and prevailing wind conditions on the racecourse. Know how long it will take to get to the starting line. Be aware of your surroundings when on the water. Know where the club is and which direction to go to get home. Know where the channel is and be cautious. Identify the course marks and the location of coach boats and the race committee. Be ready to start the race at any time. Stay close to the starting line. Sailors should approach the coach boat after each race to get feedback on their race. Be ready to sail back to the starting line. Sailors should never go too far away from the starting line and should be ready to start the next race immediately.

## After the Regatta:

After racing, sailors will head back to the host club to de-rig their boats. Sailors are responsible for the care of the boats and rigging that they used for the regatta. Make sure all lines are coiled and secured. Ask your coach if you have questions or concerns.

{ PO Box 64818 Burlington, VT 05406 : 802.864.2499 : [www.communitysailingcenter.org](http://www.communitysailingcenter.org) }



community sailing center  
lake champlain : burlington vermont

## **Helpful Information**

### **Gear Discounts**

All life jackets and personal belongings look the same. Put your name on EVERYTHING! Check your child's things regularly to be sure you still have what you started with. The lost and found bin is located in the office.

Occasionally we are presented with an opportunity to place a bulk order for sailing gear. You will be notified via email about this opportunity or other gear discounts that may present themselves throughout the season. It is not up to the Associate Director to secure gear discounts, however many sailing gear distributors are happy to offer products at a lower cost when purchased in a large amount- I encourage you all to explore this possibility.

### **Places to buy Gear:**

- West Marine: [www.westmarine.com](http://www.westmarine.com)  
861 Williston Road  
South Burlington, VT 05403-5724  
(802) 865-8064
- Team One Newport: [www.team1newport.com](http://www.team1newport.com)
- APS- Annapolis Performance Sailing: [www.apsltd.com](http://www.apsltd.com)

### **Internet Resources**

New England Sailing Schools Association (NESSA) website\*: <http://www.nessa.hssailing.org/>

Interscholastic Sailing Association (ISSA) website: <http://hssailing.org/>

Weather Information and Lake Champlain conditions: [www.noaa.org](http://www.noaa.org)

*\*Most important internet resource:* The NESSA website is the most important internet resource we have listed. Please check the website for additional regatta information and the regatta NORs (Notices of Race). The NORs include the start/end time of the regatta as well as other important information.

{ PO Box 64818 Burlington, VT 05406 : 802.864.2499 : [www.communitysailingcenter.org](http://www.communitysailingcenter.org) }