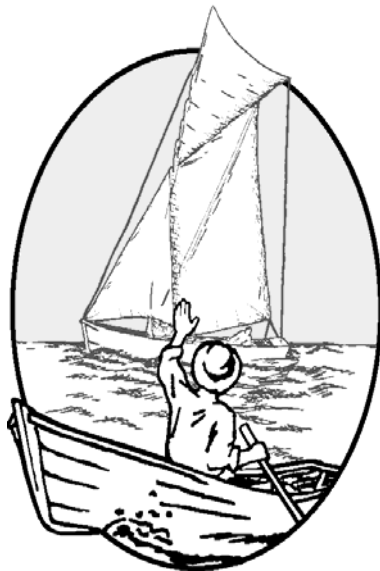


Friends of the Museum
North Carolina Maritime Museum
Junior Sailing Program
Beaufort, North Carolina



**Student
Handbook
2006**

INTRODUCTION

The Friends of the North Carolina Maritime Museum's Junior Sailing program is pleased to offer sailing programs for youth ages 8 and older. Using the fun of sailing the program teaches seamanship, from basic to more advanced, and competitive racing culminating in *Regatta Week*. The program promotes self-reliance, awareness of safety, adaptability to the forces of nature, developing their self-confidence, sportsmanship, and respect for others, boats, and the sea.

All participants must demonstrate their swimming ability on the first day of the session.

Each participant is assigned a boat in which he or she will sail. Those students enrolled in the Optimist class will sail alone, while the Flying Juniors require a two-person crew.

Check-in and orientation for all sessions will be held in the Jr. Sailing Program classroom at the Gallants Channel Site located at the North Carolina Maritime Museum's facility on West Beaufort Road, Beaufort, N.C. Information for the session and T-shirt distribution will take place at orientation.

The *Statement of Understanding and Medical Information and Consent* forms must be signed by the student and parents or guardians and returned to the museum in the enclosed return envelope as soon as possible.

To ensure the success of the program the cooperation of all participants is required. Participants are expected to launch and retrieve the boats and assist with program equipment each day. Parents or guardians are encouraged and requested to offer their assistance with the sessions and activities. Also, parents must ensure that all participants engage in conduct becoming to the museum's program - safety is of the utmost importance. **Behavioral problems that undermine safety or disrupt the program may result in expulsion without reimbursement of tuition.**

GOALS

The program sessions have been developed to allow the instructors to provide a curriculum that will introduce seamanship and the fundamentals of sailing to beginners while teaching more advanced techniques to participants with experience. The instructors will coach and encourage cooperation from every junior sailor. Students will be encouraged to help one another with rigging, launching, retrieval, maintenance of boats and equipment, and also to assist others and offer guidance. *Regatta Week* will concentrate on competitive sailing and honing the skills of the participants.

TUITION

Tuition is shown in the Junior Sailing Program's brochure available at the North Carolina Maritime Museum. Included in the tuition is a Junior Sailing Program T-shirt custom designed for the program. Size selection should have been made on the application. Be sure of the size, as there will be no substitutions when issued on the first day of class.

FORMS, RULES, AND GEAR

The two enclosed forms are to be completed and signed by the student's parents or guardians, as well as the student. **These forms must be completed and returned to the museum as soon as possible.**

The *Medical Information and Consent* form is to be completed and signed by the parents or guardian so the student can receive proper care in the event of illness or accident.

The *Statement of Understanding* helps the student and the parents or guardians understand what is expected. The parent or guardian is asked to read the information with the student so all points are understood.

At the same time the *Statement of Understanding* is discussed, please review the *Friends of the North Carolina Maritime Museum Junior Sailing Rules and Regulations*.

The *List of Gear* is a checklist of what is needed for the comfort and safety of the student.

SAFETY

Safety is of prime importance to our program.

For the safety of all, no one other than those participating in or administering the program will be allowed on the docks or in the boats during the session. An observation deck and gazebo are located ashore for visitors, parents and guardians.

While on the docks, in boats, and in the water, everyone will wear a U.S. Coast Guard approved Type II or Type III personal floatation device (PFD), also known as a life jacket. This includes the junior sailors, instructors and assisting parents, as well as any other visitor or family member. If students do not have a PFD, a type II will be provided for their use on a temporary basis.

All junior sailors, instructors, and assisting parents will wear deck or boat shoes while on the docks, in boats, in the water, on the grounds, and in buildings. **Sandals, flip-flops, and similar footwear are unacceptable since they do not properly protect the feet and toes.** Shoes with soft, non-skid soles and toe bumpers, uppers of fabric or leather with tied lacing are preferred. Tennis shoes are acceptable. Boat or tennis shoes assist in preventing injuries from slipping on wet surfaces, cutting feet on broken glass and oyster shells, and stubbing or breaking toes.

Participants who do not follow these basic safety rules or who do not have proper PFDs and boat or tennis shoes will not be allowed to participate in the program.

WEDNESDAY NIGHT SAILING

The Beaufort Junior Sailing Club invites all past and present students of the Friends of the Museum's Junior Sailing Program to participate in recreational sailing on Wednesday evenings.

This is a great opportunity to practice skills and have some fun. Parents are expected to be in attendance as spectators and/or to help out. Boats will be available on a first-come first-served basis.

SWIMMING TEST

Regardless of the student's age or whether they have participated in the program previously, a swimming test will be administered the first day. Under instructor supervision and approval, the student will swim in normal sailing clothing and boat or tennis shoes in the waters of Town Creek parallel to a dock, 25 yards without a PFD. While treading water student must be able to put on and remove a PFD.

There will be no exceptions or special considerations for the swimming test.

INCLEMENT WEATHER

Class will be held indoors at the Gallants Channel Site when weather does not permit sailing.

CLASSES

The two-week sessions (I, III, IV) have a morning class and an afternoon class, both of which are for a duration of 3-1/2 hours. Unless informed otherwise, all classes begin and end at the Gallants Channel site. The classes begin and end promptly as follows: Morning - 8:30 AM - 12 noon, Afternoon - 1:00 PM - 4:30 PM

Session II and Session VI (*Advanced One Design*) meet from 8:30 to 4:30 (M-F). Lunch should be brought each day.

The *Regatta Week* session meets from 12:30 PM to 5:00 PM. Lunch is to be eaten before arrival.

ATTENDANCE

To ensure the success of the program, prompt and regular attendance is essential. As with all education courses the Junior Sailing Program builds on the lessons learned the day before. It is neither practical nor fair to the instructors to ask that a student be admitted after the first day of class. This is disruptive to the other students in that it takes instruction time from them in order to bring the absent or tardy student to their level.

The student is the responsibility of the instructors during class time; therefore the student must stay with the class at all times. Upon dismissal at the end of the class day the student becomes the responsibility of the parent or guardian.

Students must be picked up promptly after each session ends as instructors will not be available to oversee any students left unattended. We would appreciate your cooperation in this regard as the student's safety is paramount.

LAST DAY

The last day of class for the normal two week sessions is a distance sail and picnic.

Students in the morning class are brought to the Gallants Channel Site, as usual, and sail to the North Carolina Regional Public Beach Access located at the east end of the high-rise bridge from Morehead City to Beaufort arriving there at approximately 11:30 AM. The afternoon class meets at the North Carolina Regional Public Beach Access, setting sail at 1:00 PM to return to the Gallants Channel site.

It is suggested that parents (or guardians) and students have a picnic lunch at the beach access. Parents picking up morning students should plan to arrive at the access site about 11:30. Parents dropping students off for the afternoon session should plan on arriving at the access site by noon.

Certificates will be presented at Noon to all Junior Sailors who successfully complete the session. Please plan to attend!

Parents or guardians who wish to bring their boats and follow the students while sailing are welcome. Please coordinate with head instructor.

There is no organized bathing or swimming at the beach access. Parents or guardians are responsible for their child or children.

INSTRUCTORS AND INSTRUCTION LEVELS

The 2006 Junior Sailing staff consists of our Head Instructor, Millie Pelletier, who taught for the program in 2004. The remainder of the staff (and the student volunteers) are all alumni of the program with a combined program experience of over 50 years!

The teaching staff will assess each student based on experience and performance and the instruction will be tailored accordingly. If there is a question, please talk to the Parent Liaison or call the Junior Sailing Staff Administrator at the museum for guidance.

PARENT LIAISON

To avoid distracting the instructors from their assigned duties, all concerns by parents will be handled by contacting the Sailing Committee "**parent liaison**" who will be introduced at the orientation meeting held at the beginning of each session of instruction.

Junior Sailing Program Rules and Regulations

Each class involves at least 3 instructors, volunteers, parent liaison, up to 22 students learning to sail, and three chase boats, 14 Optimists and 4 Flying Juniors. It is a complicated program, and rules are needed to ensure that it runs smoothly. A smooth operation means more time sailing, fewer accidents, and happier parents. Cooperation and strict adherence to the rules by parents and students are essential for a successful program.

1. Junior Sailors will be subject to the instructions of the Friends of the North Carolina Maritime Museum's Junior Sailing Committee, the instructors, and/or the parent liaison.

Please be prompt. We expect students to be ready to start classes on time. We also expect parents to pick up students on time after classes. Our instructors deserve an uninterrupted lunch break between classes and after a long hard day, should not have to wait for students to be picked up by their parents.

2. Junior Sailors will conduct themselves in a responsible manner. No running, pushing, or shoving is permitted in the parking area, classroom, or on the docks.

3. All students are required to take and pass a swim test.

4. PFDs are to be worn at all times while on the dock, in a boat, or in the water. Boat or tennis shoes must be worn at all times.

5. All personal equipment must be marked with the student's name and be properly stored while attending class.

6. Changing of clothes will be done in the facility provided and not in the classroom. It is suggested that whenever possible, come to class attired in appropriate clothing for sailing. Sunburn can be a problem. Students are responsible for their own sunscreen protection. Hats and T-shirts are recommended. Light complexioned students may want to wear long-sleeved shirts and long pants. Be prepared for up to 3 hours in the sun.

7. Students are to handle boats in a proper, seaman-like manner. Intentional capsizing and ramming other boats or the dock will not be tolerated. Learning to sail takes concentration so stay alert in the class and avoid fooling around when sailing, rigging, or moving boats.

8. Report any injuries to the instructors as soon as possible. An accident report will be completed.

9. There is to be only one student per Optimist or two per Flying Junior.

10. Junior Sailors must obey all seamanship and right-of-way rules- as instructed

11. Junior Sailors are not to operate any powerboats.

12. Report any damage to boats, rigging, or sails to instructors as soon as possible. Early attention can sometimes prevent further damage or an accident. Any damage to property due to negligence is the monetary responsibility of the student and parent.

13. Unacceptable behavior may result in loss of sailing privileges or expulsion.

We are constantly striving to improve the museum's Junior Sailing Program and appreciate any constructive comments offered by parents and students. Evaluation sheets are provided for this purpose, but instructors and members of the committee are happy to receive suggestions at any time.

In spite of all our precautions, we are not exempt from Murphy's Principle, "What can go wrong, will go wrong" or O'Toole's Corollary, "Murphy was an optimist." All complaints are taken very seriously. A parent liaison can be reached each day of the session, and the appropriate person is so named at "Orientation" which precedes the commencement of each session.

**FRIENDS OF THE NORTH CAROLINA MARITIME MUSEUM'S
JUNIOR SAILING PROGRAM
BEAUFORT, NC**

LIST OF GEAR

**TYPE II OR III PFD (LIFE JACKET)
2 PAIRS BOAT OR TENNIS SHOES**

(slip on or lace up tennis shoes)

HAT OR VISOR

SUNSCREEN

SUNGLASSES

PLASTIC WATER BOTTLE

(for tying to the boat)

SWIMSUIT

CHANGE OF CLOTHES

TOWEL

BAG TO STORE GEAR

***CERTIFICATION RECORD BOOK**

**RETURNING STUDENTS*