

GYA Training Guideline

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1 Preface

GYA will need to do some groundwork to set this program up. The club will require the following:

- 3 - 5 Wind speed and direction indicators
- 6 - 8 marks with sufficiently long anchorlines and anchors
- A Ledger of all members kept at the jetty
- A whiteboard, markers, and a set of boat, mark, and wind models
- 15 - 20 m of rope for teaching purposes
- A location where land based courses, briefings, and debriefings can be conducted

The club will also have to train all the tindles till at least the level of [intermediate](#) skipper.

The club will also need to compile a list of emergency phone numbers such as the nearest ambulance service, nearest emergency medical treatment unit, Coastal Police, Coast Guard, etc. Every day the club should send out a WhatsApp message informing members of the day's weather conditions. When members call to book a boat they should also have to mention what their grade is and the person taking the booking should confirm on the day if they have the requisite grade to skipper the boat that day and what restrictions they will be under.

Training should be free (except for boat rental charges) and conducted by volunteer members. Hiring a coach or paying for training will lessen the incentive for new members and training by experienced members will help build relationships between members and increase their investment in the club. Training consists of some number of classes taken by a trained member, the participant can then practice for as long as they like, then they take a test with a trained member.

Keeping track of members and their grades can be done through a ledger with the following columns:

Name			Trainee		Beginner		Intermediate
	Rigging and Land Skills	Basic Sailing 1	Safety Procedures	Basic Sailing 2	Intermediate Sailing	Spinnaker Drill	Advanced Sailing
	Date & Signature	Date & Signature	Date & Signature	Date & Signature	Date & Signature	Date & Signature	Date & Signature

The member administering the test signs and dates when the member taking the test has passed.

New members with sailing experience do not need to start at the beginning. After discussing their experience with an experienced member they can skip as many grades as their experience allows. They must do at least the tests for the courses to achieve an [Intermediate Grade](#).

The club should have every member sign an indemnifying document clearing the club of any liability in the event of material damage, injury, or death.

All boats should be insured against damage and third party liability. The cost of this insurance should be recouped with a damage waiver charge on members. Members should sign a document indicating they have paid the damage waiver and therefore are not liable for damage to the boat or any third party damage up to some predetermined limit.

This system is based on my experiences learning to sail from a wide variety of coaches and teaching others to sail. It has also been adapted from Community Boating Inc.'s system in Boston. The advantages of this system is that it is cost effective, it is a simple way to make sure members are trained in basic safety procedures and are only taking boats out in conditions which are safe for them and the boats. The added advantage is that it gives members a clear trajectory of courses so they can track their progress and feel like they are achieving something as they learn to sail.

When the club purchases or is given more boats new skipper grades can be introduced so that the club can track which members are able to safely sail different boats. For example a member may be an [expert](#) skipper on a Seabird but only a [beginner](#) skipper on a Laser. In Boston, CBI has a swipe card system where each card holds each member's various grades and levels. This can be something the club aims at but with only 1 type of boat available right now it isn't necessary. They have also gotten their members very invested in the club, all boat maintenance, rescue, administrative work, and race committees are done by club members who volunteer their time.

Having tinders accompany all members when they take out a boat or insist that members wear life jackets while on a Seabird is really a waste of the tinders and doesn't actually make the chance of something going wrong any less. What the club needs is a way of making sure that members taking boats out are, at the very least, trained in safety procedures and are only taking the boat out in conditions that they are capable of sailing in.

2 Weather Conditions

	Max. Wind	Avg. Wind
Light Day	<16 kts	<12 kts
Fair Day	<20 kts	<16 kts
Heavy Day	<24 kts	<20 kts

Restrictions and requirements are based on the day's weather conditions. Each condition can be given a name or a colour to make it easier to identify.

3 Skipper Grades

	Trainee	Beginner	Intermediate	Expert
Restrictions:				
Light Day	No Spinnaker Tindle Required	No Spinnaker	None	None
Fair Day	Not Allowed	No Spinnaker Tindle Required	No Spinnaker	None
Heavy Day	Not Allowed	Not Allowed	No Spinnaker Tindle Required	No Spinnaker
Courses Required	Rigging and Land Skills Basic Sailing 1	Safety Procedures Basic Sailing 2	Intermediate Sailing Spinnaker Drill	Advanced Sailing
Instructor Courses	None	Powerboat Operation Teaching Tips and Techniques		

4 General Courses

Each course can have a maximum of 4 participants per session.

4.1 Rigging and Land Skills

Requirements: [Light Day](#)

4.1.1 Outline

- 1 hr. land session consisting of finding wind direction, estimating wind strength, determining tide direction, basic knots and a briefing of all skills to be covered on the water.
- 2 hr. session on the boat at mooring consisting of rigging and derigging both seabirds and safe casting off and coming to the mooring.
- 30 min. debrief on land going over all skills learnt that day.

4.1.2 Test

Requirements: [Light Day](#)

- 30 - 45 mins. covering all skills. Each participant must perform casting off and coming to the mooring at the helm.

4.2 Basic Sailing 1

Requirements: [Light Day](#)

4.2.1 Outline

- 30 min. briefing of all skills to be covered on the water.
- 2 hr. session on the boat consisting of reach to reach practice of steering, tacks and gybes between 2 marks.
- 30 min. debrief on land going over all skills learnt that day.

4.2.2 Test

Requirements: [Light Day](#)

- 30 - 45 mins. covering all skills. Each participant must perform 4 tacks and 4 gybes at the helm.

4.3 Safety Procedures

Requirements: [Light Day](#)
[Trainee Grade](#)

4.3.1 Outline

- 30 min. briefing of all skills to be covered on the water, emergency phone numbers, and dangerous areas in the Zuari from the bridge to the mouth.
- 2 hr. session on the boat consisting of emergency stops, dropping anchor, man-overboard drills, reefing the sail, and catastrophic equipment failure.
- 30 min. debrief on land going over all skills learnt that day.

4.3.2 Test

Requirements: [Light Day](#)

- 30 - 45 min. covering all skills. Each participant must complete a man-overboard drill at the helm.

4.4 Basic Sailing 2

Requirements: [Light Day](#)
[Trainee Grade](#)
[Safety Procedures](#)

4.4.1 Outline

- 30 min. briefing of all skills to be covered on the water.
- 3 hr. session on the boat consisting of beat to run practice of steering, tacks and gybes between 3 marks.
- 30 min. debrief on land going over all skills learnt that day.

4.4.2 Test

Requirements: [Light Day](#)

- 30 - 45 mins. covering all skills. Each participant must complete the windward leeward course 3 times at the helm.

4.5 Intermediate Sailing

Requirements: [Fair Day](#) or lighter
[Beginner Grade](#)

4.5.1 Outline

- 30 min. planning a 3 hr. sail based on wind and tide conditions and a briefing of all skills to be covered on the water.
- 3 hr. session on the boat consisting of trimming and boat handling and keeping a course with, against, and across the tide.
- 30 min. debrief on land going over all skills learnt that day.

4.5.2 Test

Requirements: [Fair Day](#)

- 1 hr. covering all skills. Each participant must sail a beat holding a steady course at the helm and trim both sails on a downwind course.

4.6 Spinnaker Drill

Requirements: [Fair Day](#) or lighter
[Beginner Grade](#)
[Intermediate Sailing](#)

4.6.1 Outline

- 30 min. briefing of all skills to be covered on the water.
- 3 hr. session on the water consisting of setting, trimming, gybing and breaking the spinnaker.
- 30 min. debrief on land going over all skills learnt that day.

4.6.2 Test

Requirements: [Fair Day](#)

- 30 - 45 mins. covering all skills. Each participant must perform each position in the spinnaker drill.

4.7 Advanced Sailing

Requirements: [Heavy Day](#) or lighter
[Intermediate Grade](#)

4.7.1 Outline

- 30 min. briefing of all skills to be covered on the water.
- 3 hr. session on the boat consisting of heavy wind sailing techniques.
- 30 min. debrief on land going over all skills learnt that day.

4.7.2 Test

Requirements: [Heavy Day](#)

- 2 - 3 hrs. covering all skills.

5 Instructor Courses

Each course can have a maximum of 6 participants per session.

5.1 Powerboat Operation

Requirements: [Beginner Grade](#)

5.1.1 Outline

- 30 min. briefing of all skills to be covered on the water.
- 1 hr. 30 min. session on a powerboat covering safe operation and safe rescue procedures.
- 30 min. debrief on land going over all skills.

5.2 Teaching Tips and Techniques

Requirements: [Beginner Grade](#)
[Powerboat Operation](#)

5.2.1 Outline

- 30 min. session covering basic teaching techniques, common errors by participants and their corrective measures, and test taking.