

GYA Training Guideline

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1 Preface

GYA will need to do some groundwork to set this program up. The club will have to purchase:

1. Wind speed and direction indicator.
2. Handheld VHF sets (1 per boat + 1 for piranha + 1 for the jetty). This will require a license and a designated frequency.
3. Ledger of all members kept at the jetty.

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. No course should take more than 2 sessions to teach, most should take 1.

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 Safety Procedures	Basic Sail- ing 1	Basic Sail- ing 2	Advanced Safety Procedures	Intermediate Sailing	Spinnaker Drill	Advanced Sailing
	Date & Sig- nature	Date & Sig- nature	Date & Sig- nature	Date & Sig- nature	Date & Sig- nature	Date & Sig- nature	Date & Sig- nature	Date & Sig- nature

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.

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 advanced 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 also have 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 Safety Proce- dures	Basic Sailing 1 Basic Sailing 2 Advanced Safety Procedures	Intermediate Sailing Spinnaker Drill	Advanced Sailing
Instructor	None	Rigging and Land Skills (Instructor) Basic Safety Proce- dures (Instructor)	Basic Sailing 1 (In- structor) Basic Sailing 2 (In- structor) Advanced Safety Procedures (In- structor)	Intermediate Sailing (Instructor) Spinnaker Drill (In- structor)

4 General Courses

4.1 Rigging and Land Skills

Requirements	None
Maximum Participants	12

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. Participants will be divided into 3 groups of 4.

30 min. debrief on land going over all skills learnt that day.

4.1.2 Test

Requirements	Light Day
Maximum Participants	4

30 - 45 mins. covering all skills. Each participant must perform casting off and coming to the mooring at the helm. The test can be taken during the course.

4.2 Basic Safety Procedures

Requirements	Light Day
Maximum Participants	12

4.2.1 Outline

30 min. land session covering emergency phone numbers, dangerous areas in the Zuari mouth and the river till the bridge, and a briefing of all skills to be covered on the water.

1 hr. session on the boat consisting of emergency stops and dropping anchor.

30 min. debrief on land going over all skills learnt that day.

4.2.2 Test

Requirements	Light Day
Maximum Participants	4

1 hr. covering all skills. The test can be taken during the course.

4.3 Basic Sailing 1

Requirements	Light Day
	Trainee Grade
Maximum Participants	8

4.3.1 Outline

30 min. briefing of all skills to be covered on the water.

3 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.

Participants should practice the skills learnt by themselves at least twice before taking the test.

4.3.2 Test

Requirements	Light Day
Maximum Participants	4

30 - 45 mins. covering all skills. Each participant must perform 3 tacks and 3 gybes at the helm. The test cannot be taken during the course.

4.4 Basic Sailing 2

Requirements	Light Day
	Trainee Grade
	Basic Sailing 1
Maximum Participants	8

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.

Participants should practice the skills learnt by themselves at least twice before taking the test.

4.4.2 Test

Requirements	Light Day
Maximum Participants	4

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

4.5 Advanced Safety Procedures

Requirements	Light Day
	Trainee Grade
	Basic Sailing 2
Maximum Participants	8

4.5.1 Outline

30 min. briefing of all skills to be covered on the water.

2 hr. session on the boat consisting of man-overboard drills, reefing and catastrophic equipment failures.

30 min. debrief on land going over all skills learnt that day.

4.5.2 Test

Requirements	Light Day
Maximum Participants	4

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

4.6 Intermediate Sailing

Requirements	Fair Day or lighter
	Beginner Grade
Maximum Participants	8

4.6.1 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. sessions on the boat consisting of trimming and boat handling and keeping a course with and against the tide.

30 min. debrief on land going over all skills learnt that day.

Participants should practice the skills learnt by themselves at least 4 times before taking the test.

4.6.2 Test

Requirements	Fair Day
Maximum Participants	4

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.

4.7 Spinnaker Drill

Requirements	Fair Day or lighter
	Beginner Grade
	Intermediate Sailing
Maximum Participants	8

4.7.1 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.

Participants should practice the skills learnt by themselves at least once before taking the test.

4.7.2 Test

Requirements	Fair Day
Maximum Participants	4

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

4.8 Advanced Sailing

Requirements	Heavy Day or lighter
	Intermediate Grade
Maximum Participants	4

4.8.1 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.

Participants should practice the skills learnt by themselves at least once before taking the test.

4.8.2 Test

Requirements	Heavy Day
Maximum Participants	4

2 - 3 hrs. covering all skills.

5 Instructor Courses

Maximum participants for any course - 6. [Powerboat Operation](#) and [Advanced Sailing \(Instructor\)](#) can be taught by [Expert](#) skippers with 3 seasons experience at that grade.

5.1 Powerboat Operation

Requirements	Beginner Grade
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5.1.1 Outline

30 min. briefing of all skills to be covered on the water.

3 hr. session on a powerboat covering safe operation and safe rescue procedures.

30 min. debrief on land going over all skills.

5.2 Rigging and Land Skills (Instructor)

Requirements	Beginner Grade
	Powerboat Operation

5.2.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.

5.3 Basic Safety Procedures (Instructor)

Requirements	Beginner Grade
	Powerboat Operation

5.3.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.

5.4 Basic Sailing 1 (Instructor)

Requirements	Intermediate Grade
	Powerboat Operation

5.4.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.

5.5 Basic Sailing 2 (Instructor)

Requirements	Intermediate Grade
	Powerboat Operation

5.5.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.

5.6 Advanced Safety Procedures (Instructor)

Requirements	Intermediate Grade
	Powerboat Operation

5.6.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.

5.7 Intermediate Sailing (Instructor)

Requirements	Expert Grade
	Powerboat Operation

5.7.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.

5.8 Spinnaker Drill (Instructor)

Requirements	Expert Grade
	Powerboat Operation

5.8.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.

5.9 Advanced Sailing (Instructor)

Requirements	Expert Grade + 3 Seasons Sailing Experience at that Grade
	Powerboat Operation

5.9.1 Outline

2 hr. session covering teaching techniques and standard practices for the course.