

Willamette Sailing Club  
High School Sailing Program

This is the operating policy for organized high school sailing at WSC.

Purposes

The purpose of this program is to provide boats, facilities, coaching and other support for competitive high school sailing in the Portland/Vancouver area. The program intends to encourage youth sailing, promote WSC to youth and families, teach teamwork and the spirit of sportsmanship, and expand the sport of small boat sailing.

Requirements to Participate

Each participant in the High School Sailing Program must be a regular member, a youth member or a training member of Willamette Sailing Club.

To participate in high school sailing at WSC, a member must be a high school student, must pay fees for the High School Sailing Program in addition to WSC membership dues, and must agree to abide by such rules and other conditions as the High School Sailing Program shall establish.

Participants in High School Sailing Program are encouraged to join and participate in the sailing club or team at their high school. Interested students in high schools without a sailing club or team will be offered help in establishing a club or team at their school.

Relationship to High Schools and High School Clubs/Teams

WSC will encourage high school students to form and join high school sailing clubs/teams. The role of the WSC High School Sailing Program shall be to provide facilities, boats, coaching and other services to high school sailing clubs/teams, but WSC will not control, own, or manage the high school clubs/teams. It is expected that high school sailing clubs/teams will be formed according to the policies at each respective high school, and that they will form appropriate ties to a high school sailing organization, such as the Interscholastic Sailing Association (ISSA). High school clubs/teams may retain their own identity while participating in the WSC High School Sailing Program. The high school program may elect to limit the number of students, the number of schools and to determine which students and schools participate.

## Relationship with WSC

The High School Sailing Program at WSC is a program of WSC and not a separate entity. All boats, funds, and other property of the High School Sailing Program at WSC shall be the property of WSC. All property and funds donated or otherwise provided to the High School Sailing Program at WSC shall be the sole property of WSC with only such conditions upon their use as expressly acknowledged in the receipt of such funds or property. Registration fees, grants and donations to the High School Sailing Program shall be allocated by the Youth Program Director, consistent with WSC policy.

## Relationship with ISSA

Participation with *Interscholastic Sailing Association* (ISSA) is voluntary, and controlled by registrants or high school clubs/teams, not the High School Sailing Program. However, high school sailing may elect to facilitate participation in regattas by organizing parent volunteers, travel, coaches; and sponsoring ISSA regattas at WSC.

## Responsibilities of WSC

WSC intends to provide the High School Sailing Program use of the WSC facilities, use of WSC-owned boats, hired coaches, volunteer coaches, instructional materials, and use of WSC-owned motorboats, race equipment and safety equipment. WSC shall provide moorage for boats owned by youth members on the terms set forth in the moorage policy. Boats owned by high school teams, clubs, or other organizations may be moored only by consent of the WSC Board of Directors on appropriate terms. WSC shall perform appropriate background checks on coaches and volunteers.

## Organizational Structure

The structure of the High School Sailing Program shall be as follows:

1. Coaches determine curriculum and activities, schedule practices, make decisions as to the number of participants, and who will skipper or crew and sail in which divisions. Coaches coordinate with other organizations sharing WSC facilities with the High School Sailing Program. Coaches ensure safe boating practices, and report any problems with WSC-owned motorboats, race equipment, and safety equipment. Coaches report to the Youth Program Director.
2. The Youth Program Director, or designee, oversees the management of operations, hiring coaches, performing of background checks on coaches and volunteers, and

budgeting in coordination with the High School Program Volunteer Coordinator. The Youth Program Director shall report to the WSC Board of Directors.

3. The High School Program Volunteer Coordinator will report to the Youth Program Director. Responsibilities include promoting and recruiting students, maintaining a participant directory, communicating with participants, preparing informational literature, purchasing equipment and supplies, submitting periodic status updates to the WSC newsletter and website, and organizing regattas at WSC. The Volunteer Coordinator coordinates with the Sailing School Director to schedule and maintain WSC-owned boats. The Volunteer Coordinator reports to the WSC Youth Program Director, and prepares an annual report on the activities and finances of the High School Sailing Program to the Board of Directors.

### Scheduling

The High School Sailing Program shall schedule WSC facilities and equipment to avoid conflicts with other WSC programs, commitments, and uses. Use of WSC facilities and equipment shall be limited to sanctioned High School Sailing Program events, including classes, practices, open houses, regattas, fundraisers, and related events.

### Funding and Reporting

The High School Sailing Program shall be funded by fees collected from participants, donations, and a reasonable subsidy from available WSC funds. A budget must be presented to and approved by the WSC Board of Directors before the program year starts each fall. A final report showing the activities of the High School Sailing Program and finances shall be presented to the Board of Directors promptly after the program year ends each spring.

### Safety

Coaches administer safety rules. Upon registration, all students must agree to abide by accepted rules of conduct, affirm they have high level of water confidence and the ability to swim, and sign an Emergency Release Form. All participants shall wear an appropriate Personal Flotation Device (PFD) while on the water, and be accompanied by a WSC safety launch. Students cannot go on the water without proper clothing for cold or wet weather. Students are allowed to use club equipment only when supervised by an adult.

### Other Documents

The High School Sailing Program shall prepare, distribute, and update printed materials in support of its purposes and objectives. Materials may include:

- High School Sailing Program Manual
- Rules of the Road Agreement
- Ability to Swim Statement
- Registration Form
- Emergency Release Form
- Volunteer Form
- Promotional kits for high schools
- Exhibits for boat shows, open houses, etc.

Revised 01/13/07