

**Hyannis Yacht Club**  
**Policies and Procedures**  
**Youth Program Policy**  
**Policy #53Y – Updated 4/20/2021**

Subject: This policy describes the basic agreement, equipment requirements, supervision, general safety and discipline for participants, parents, guardians and caregivers.

**Participant Agreement and Requirements:**

- Parents must electronically acknowledge or sign and submit policies 53Y, 54Y and 60Y prior to start of classes.
- Parents must complete and submit the participant's medical form and emergency information prior to start of classes.
- Participants are required to provide a personal flotation device (PFD). PFDs must be U.S. Coast Guard approved and must be properly rated to an individual's size and weight. PFDs must be worn by students and staff when participating in any activity that takes a person into a boat or onto the dock. If a PFD is unsafe or of questionable value, it must be discarded and replaced immediately. A whistle on a lanyard must be attached.
- Shoes that cover the toes and encircle the feet must be worn at all times when on the water. This includes students, instructors, coaches and staff.
- By entering the program all participants agree to obey all program rules as set forth by the Program Directors and the Instructors. Participants must use utmost care in the use of the boats and equipment, and will not engage in any disruptive behavior. Participants understand that failure to attend regularly, arrive promptly, and abide by the rules may result in suspension from the program.
- HYC has zero tolerance policy for alcohol, drugs, vaping products and tobacco use by participants in the Youth Program.

## **Supervision**

**This section supplements Policy 01 House Rules as it relates to the Youth Program Participants and Parents. House Rules take precedence.**

- Parents shall not leave a child age under 12 unsupervised at the Club when not in their lessons. Provisions must be made for supervision by either another willing adult Club member or designated caregiver.
- Parents are responsible at all times for the behavior and action of their children. A caregiver must be age 14 or older and will be admitted to the Club specifically while supervising children. Parents shall be responsible for the actions of their caregivers. Non-member participants of the Youth Program and their parents or caregiver, are only to be at the Club for lessons and lesson related activities including the time between regularly scheduled lessons during the day.
- Participants are welcome to use the Youth Room. Participants are only allowed to use the Clubhouse when under the direct supervision of yacht club staff or an adult member.
- Parents are responsible for their children who are swimming at the club when not in lesson.

## **Youth Program Property Loss and Damage**

- Any loss or damage to equipment should be reported to the Program Director, and shall be the responsibility of the sailor and his/her parents. All costs will be billed directly to their account.
- Both skipper and crew share the responsibility for a boat equally.
- HYC is not responsible for loss or damage to personal property of students.
- Students are responsible for damage to another student's property except in Opti Beginner classes.
- Opti Beginner class participants are solely responsible for their own boats regardless of unintentional damage caused by others. All Opti Beginner class boats are required to have a bumper installed.

## Safety

- The Hyannis Yacht Club Youth Program is dedicated to ensuring the safety of your child during their participation in sailing and swimming classes. There are two main areas of safety concern: risk management, which includes prevention and procedures to avoid accidents and injuries, and accident management, which concerns emergency procedures on and off the water.
- Each instructor has specific duties and responsibilities in the instruction and care of all program participants. These responsibilities are dependent on the following factors: age and skill level of students, type of activity and environmental conditions.
- When exercising general supervision, our instructors are immediately accessible to participants. Instructors are constantly alert for deviations from normal procedures, potentially hazardous conditions and will react accordingly. If an instructor has to divert attention from the overall supervision of a class, to make a rescue, administer first aid, or to effect a repair, another instructor will watch over the class. Participant's supervision will not be left to chance. Our instructors rehearse emergency procedures.
- All instructors are CPR and first aid trained.
- All instructors will follow the Club's Medical Emergency Policy #45
- Participant's medical forms will be readily available in the event of an emergency or injury.
- All Club equipment is checked regularly.
- The safety of Hyannis Yacht Club boats is checked daily. If a piece of equipment is broken, we repair it immediately and maintain a maintenance report.
- All senior instructors and lifeguards are certified in their respective discipline.
- A radio system is an integral part of our sailing program. The procedures for proper use are reviewed with the staff.
- The Youth Program will follow current State and local health guidelines.

### **Activity Selection**

- Our staff takes great care in selecting the appropriate activity for a class on a given day. In addition to taking into account the level of skill and ability, size and age of the students, instructors consider criteria such as weather and other potential hazards when deciding how to conduct a class.
- The weather directly affects the safety of the sailor and the swimmer. We monitor radar and receive weather alerts. Once bad weather is predicted, the staff acts conservatively and plans alternate activities to keep a class onshore.

### **Youth Program Discipline - See policy 54Y**

### **Parent Information**

- The Club believes that by actively helping educate our parents via regular communication, and face to face parent-administrator meetings throughout the season, will increase our chances of creating a successful and mutually satisfying experience for all those involved. The Youth Program staff values open communication, and view the program as a partnership with families.
- Concerns regarding the Youth Program should be between the parents/guardians and the Program Directors.
- Parents/guardians should respect proper instructional boundaries, maintaining a reasonable distance on and off the water.
- Participants will be physically and emotionally safe with the Youth Program staff. The Youth Program staff is trained in and follows Safe Sport guidelines. For more information, visit <https://uscenterforsafesport.org/>
- All children will be treated fairly, and each child will be treated as an individual.
- Any negative or cruel behavior among the students or between the students and the staff will not be tolerated.
- The staff will conduct themselves in a professional manner at all times.
- Parents/guardians should make sure that their child follows the rules and expected behavior outlined in policies 53Y and 54Y.

End