

CHAMPLAIN SAILING CLUB

ADULT SAILING

fostering a friendly sailing community



2025 Adult Sailing Program Handbook

Commodore's Note

Welcome to the Champlain Sailing Club (CSC) Adult Sailing Program! Learning to sail is an exhilarating experience - powered by the wind and navigating a beautiful lake makes for a wonderful feeling. CSC Adult Sailing Program emphasizes comradery, safety, and skill development in a positive environment.

Within this handbook you will find all of the information that you need to ensure you are ready for your sailing program - contact numbers, what to bring, and code of conduct are just a few of the topics covered. If you still have questions after reading this document, please do not hesitate to contact the Sailing School office by email. We look forward to seeing you this summer!

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Communications

Communication before, during and after your experience is incredibly important to us. We have a number of different tools and strategies that we use in order to ensure optimum communication between our Sailing School staff, and participating sailors. These tools include:

1) Pre-Sailing Program Emails

Prior to your session you will receive an email with information about the upcoming week. These emails will be sent out a full week prior to your session commencing.

2) Phone, Email, and In-Person Updates

Throughout your session you will receive updates on any need-to-know information.

3) End of Session Surveys

At the end of your session you will receive an email with a link to our online survey. We appreciate feedback received through our survey and use it to ensure we are providing the best possible experience for all of our sailors.

A Typical Sailing School Session - Evening CanSail 1/2 Program

The following schedule represents a typical evening session. Times and activities may vary due to weather & safety. The goal is to have sailors out on the water as much as possible.

5:30 pm	Shore Lesson / Rig & Launch Boats
6:30pm	On the Water Lesson & Drills
8:00 pm	Head Back to Shore, De-rig & Bring Boats on Shore
8:30 pm	Post-session relaxing on the deck!

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A Typical Sailing School Session - Saturday “Intro to Sailing” Program

The following schedule represents a typical Saturday “Intro to Sailing” full day session. Times and activities may vary due to weather & safety. The goal is to have sailors out on the water as much as possible.

9:00 am	Sailors Arrive & Introductions
9:15 am	Safety Briefing, Shore Lesson #1, Rig & Launch Boats
10:15 am	Morning Coffee & Snack Break
10:30 am	On the Water Lesson #1 & Drills
11:30 am	Head Back to Shore, De-brief
12:00 pm	BBQ Lunch Provided
1:00 pm	Shore Lesson #2
2:00 pm	On the Water Lesson #2 & Drills
3:00 pm	Afternoon Snack Break
3:15 pm	On the Water Lesson #3 & Drills
4:30 pm	Head Back to Shore, De-rig & Bring Boats on Shore
5:00 pm	Post-session relaxing on the deck!

Sailing School Staff

We typically have a ratio of at least 1 instructor for 8x adult sailors (2x per boat). All Sailing School staff are chosen for their commitment to safety and the well-being of each sailor. Our training program educates staff on their role in making each sailor’s experience a success. Part of this training includes sessions on group dynamics & water safety. In addition, all staff hold Standard First Aid and CPR certification, Pleasure Craft Operators Card, have Radio operation training, are Registered with Sail Canada as an Instructor, and are required to provide a Vulnerable Sector Reference Check.

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What to Bring to your Sailing Session

To ensure you are prepared for the day, please pack all of the items listed below. Most sailing school activities will continue rain or shine so it is very important that all sailors are dressed appropriately for the weather.

- Hat and Sunglasses with strap (to prevent loss in the lake) 🧢 🕶️
- Sunscreen
- Grippy sandals or water shoes, NOT flip flops
 - **Note: footwear will be worn at all times and is likely to get wet**
- Rain jacket, if required ☔
- PFDs are supplied - however, if you have one that fits well, please bring it along.

Valuables at Sailing School

Because of the wet nature 💧 of sailing and spending time outdoors near water, use common sense with any valuables (iPods, phones, tablets, etc.). If you wish to bring these items on-board your vessel, also bring a way to waterproof that item.

Sun safety and Hydration

At your Adult Sailing Program, you will be exposed not only to the sun, but the reflection of the sun off the water - sun protection must be taken seriously. In order to keep your skin safe in the sun, use common sense with sunscreen application and sun protective clothing. Bring a water bottle so you can stay hydrated while out in the weather - even in the evening it can be sunny and hot on the lake.

Swimming and Boating

All boating sessions will be supervised by Sailing Program instructors. PFDs will be worn by sailors and Sailing School instructors **at all times** when in boats 🚤. This is non-negotiable.

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CSC Sailing School Code of Conduct

Please review the following code of conduct. You will be asked to sign on the sailor registration to indicate that you understand the following:

As a sailor, I pledge that:

- I will respect and care for myself, those around me and our environment
- I will make honesty the basis of all relationships and interactions
- I will accept all other sailors and allow everyone equal opportunity to participate
- I will be responsible for my own actions, attitudes and behaviours

Why a Code of Conduct?

A code of conduct helps to:

- Build team spirit and a sense of belonging
- Ensure everyone takes responsibility for their own behaviours, attitudes and actions
- Contribute to the safety of sailors and Sailing Program staff

If a sailor does not follow the code of conduct, we will take the following steps:

Step 1: Staff will remind the sailor of the code of conduct and Sailing Program rules.

Step 2: If the inappropriate behaviour continues, the instructor will contact their supervisor to discuss the situation. Depending on the behaviour, they may request that the sailor leave the sailing program early. If the behaviour continues to interrupt the sailing program, the sailor may be asked to leave sailing school for the remainder of the session.

The following behaviours are not acceptable and may result in the immediate removal of a participant for the remainder of the day, or session:

- Endangering the health and safety of sailors, staff, members, or volunteers
- Stealing or damaging CSC or personal property
- Continual disruption of sailing programming
- Refusing to follow the code of conduct
- Using profanity, vulgarity, or obscenity
- Refusing to participate in activities or cooperate with staff
- Physical violence or bullying/teasing toward another sailor, staff, member, or volunteer

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Program Expulsions

Intentional participant behaviour that puts the participant or others at physical or emotional risk may result in immediate dismissal from the program. In addition, consumption or possession of alcohol, drugs, and illegal or harmful substances or possession of weapons will result in immediate dismissal from the program.

Any expenses incurred because of program dismissal will be the responsibility of the participant. Refunds will not be issued for participants removed from the Adult Sailing Program for disciplinary reasons.

Refunds and Cancellations

Requests for refunds of paid Adult Sailing Program fees must be made at least 14 days prior to the Sailing School session commencing in order for a refund to be considered.

Refunds will not be issued in instances where the participant is removed from the Sailing School program at the choice or request of the participant, or for disciplinary reasons.

In the unlikely case that Sailing School sessions are cancelled due to low registration, anyone affected by this cancellation will be notified two weeks prior to the Sailing School session commencing and will receive a full refund or a spot in an alternate session (if available).

Photo Video Release

All photographs/videos 📷 taken of sailors while at the Adult Sailing Program are the property of the CSC Sailing School and may be used for promotional purposes. If you wish otherwise, please inform the Sailing School coordinator in writing. When registering, you would have agreed to the following photo/video release statement:

I understand and agree that the CSC Sailing School reserves the right and permission to publish, reproduce, distribute and/or otherwise use any still or moving photograph or video, for such purposes and with such frequency as it shall determine in its sole discretion without further compensation or consideration to me and without further authorization by me for, as yet, unnamed video or photographic projects (including promotion, marketing and social media) which shall constitute the sole property of the CSC Sailing School. The CSC Sailing School shall be released from and against any and all liability resulting from its use of the photos or related to my use of the product.

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Contact

For registration assistance or questions, please contact Laura Grant, registration coordinator:

champlain.sailschool@gmail.com

Clubhouse Phone: (705) 326-8445 - not always monitored

Sailing School Location

Champlain Sailing Club
145 Cedar Island Rd
Orillia, Ontario L3V 1S9