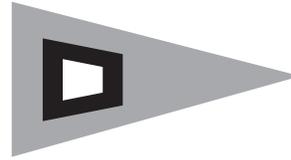


PETTIPAUG  
YACHT  
CLUB



**PSA** PETTIPAUG SAILING ACADEMY



PETTIPAUG JUNIOR SAILING PROGRAM  
2018 Parent & Sailor Handbook

## PSA JUNIOR SAILING PROGRAM HANDBOOK

### 2018 PSA Staff

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#### Instructors

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*(Junior Instructors to be determined by  
the PSA Director)*

Phone at the Club House:  
(860) 767-8893 (local calls only)

PSA email address: psa@pettipaug.org

Pettipaug Web Site: www.pettipaug.com

### 2018 PSA Chairman

**W**elcome to Pettipaug Sailing Academy (PSA) — we all look forward to Pettipaug's 60<sup>th</sup> season of sailing instruction.

The purpose of this Handbook is to inform both PSA parents and students about our programs, so you will have a better idea of what to expect if you are new to PSA. Even if you are a PSA veteran, we hope you spend some time reviewing the contents of this Handbook to make sure you haven't missed any useful bits of information.

If you have any suggestions on how to improve the Handbook, let us know.

Also, please feel free to contact me or the Sailing Director with your comments and suggestions regarding our sailing programs.

Sincerely yours,

Amy Pullin

Chairman, PSA Junior Sailing  
Program Vice Commodore,  
Pettipaug Yacht Club

## PSA SCHEDULE

| Date                             | Event   |
|----------------------------------|---|
| Saturday June 23                 | Boat Check In                                       |
| Thursday June 21                 | 1st Parents Meeting (6:30 PM @ PYC)                 |
| Monday June 25 - August 3        | PSA Full Session                                    |
| Monday June 25 - Friday July 13  | PSA 1st Session                                     |
| Tuesday July 10                  | Bring a Parent Sailing (Both AM and PM classes)     |
| Tuesday July 12                  | 2nd Parents Meeting (6:30 PM @ PYC)                 |
| Monday July 16 - Friday August 3 | PSA 2nd Session                                     |
| Tuesday July 31                  | Bring a Parent Sailing (Both AM and PM classes)     |
| Sunday July 29                   | Paul Risseeuw Junior Regatta & ECSA Cook Out        |
| Wednesday August 1               | Nott Island Picnic - for ALL students (10AM - 3 PM) |
| Wednesday August 1               | PSA Dance & Party - for ALL sailors (starts at 7pm) |
| Friday August 3                  | PSA Graduation and Awards (starts at 6:30 pm)       |
| Saturday August 11               | Boat Check out (9 am - 12 pm)                       |

**Please Note:**

Times and exact schedules will be given out by the PSA staff approximately one week prior to specific regattas and events

**DOGS ARE NOT ALLOWED** on PYC grounds during PSA classes or during other PSA events at any time.

When dropping off or picking up students, please drive cautiously and slowly... **CHILDREN AT PLAY!!** Please use the driveway circle at the club in a counterclockwise direction.

## PART 1

### Organization and Staff

Pettipaug Sailing Academy (PSA) is a not for profit, educational, 501(c)3 corporation. Since 1961 PSA has been teaching sailors the finer points of sailing, racing, cruising... and life. PSA is managed by a Board of Governors.

**Board of Governors:** The Board meets once a month to supervise activities of the Club and PSA. Members of our board attend the National Sailing Programs Symposium annually as well as many other national, regional, area and local meetings throughout the year. One board member is the US Sailing Regional Training Coordinator. Through these activities we are in very good position to be up to date on local and national trends and events.

**PSA Chairman:** The board appoints a board member to be the Sailing Academy Chairperson to oversee and manage PSA, and is responsible for hiring the PSA staff. While the chairman is not at PSA during the day, information on how to contact him or her is on the introductory page of this handbook.

**PSA Director:** Day to day operations of PSA during the season are handled by the Sailing Academy Director. He/she is responsible to the chairman of PSA for all activities that PSA takes part in. The director is responsible for managing the sailing staff, including the instructors, junior instructors and all other academy staff members. The director is also the main contact for Board Members, parents, and others interested in any aspect of the day to day operation of PSA.

**Instructors** are the primary instructional staff at PSA. This summer we have seven full-time instructors. They are responsible for preparing class activities, record keeping, running classes, discipline and all other activities associated with teaching sailing at PSA. Our instructors are very well trained and of the highest caliber. They are all US Sailing Small Boat Sailing certified instructors which requires a four-day instructor course as well as a valid CPR and Basic First Aid certification. Some have gone on to become US Sailing Small Boat Racing certified requiring an additional two days of intense training. We also send them to an ECSA instructor clinic each year and often to other specialized seminars.

**Junior Instructors:** PSA also has a number of Junior Instructors who help the staff during the morning sessions. Their responsibilities include sailing with new sailors, helping rig and derig boats, and other various jobs essential to a smooth running program.

## **Program Goals**

To accomplish these goals we need the help and active cooperation of the Board, staff, parents, sailors and friends. Members of the Board and Academy volunteers spend countless hours every year working to make PSA a success.

The primary goals of PSA are (in no particular order):

1. Develop sportsmanship, integrity and interpersonal skills.
2. Instill in the students an admiration for sailing.
3. Develop a respect for the sea and the elements.
4. Learn and incorporate safety and seamanship.
5. Instill responsibility for boats and equipment.
6. Create a fun atmosphere in which children want to participate.
7. Provide the environment and education for those who want to compete and those who do not.

## **Student Preparation**

Each day, before coming to PSA, please help your child(ren) by making certain they are prepared for class. Sailing is strenuous, hard work and can at times be dangerous. It is imperative that everyone at PSA be on their best behavior, well rested, alert, well nourished and have all the proper equipment.

Prepare for sailing by:

1. Eating a proper meal before coming to PSA.
2. Applying sunblock liberally.
3. Wearing sunglasses with full UV protection.
4. Wearing a hat that will be secure if it is windy.
5. Wearing shoes at all times (in boats, on docks and on clubhouse deck). Boat shoes and tevas are acceptable. Sandals that slip off easily, like flip-flops, are not acceptable.
6. Wearing a properly fitted US Coast Guard Approved Personal Flotation Device (PFD or Lifejacket) at all times while on the docks or in the boats at PSA. They must have an emergency whistle attached.

## **Parental Involvement**

First and foremost, we welcome parents' involvement with their children in the program. We have included a list of things parents can do to help the program be a success.

1. Share comments and suggestions with Director.
2. Help your child be prepared for class each day (see Student Preparation).
3. Remind students that proper behavior (respectful, responsible) is required.
4. Call Director whenever your child is absent. If you have any planned absences, please let the Director know as soon as you are aware of them.
5. Drop off and pick up your child on time. No more than 15 minutes before or after a session.
6. Regatta Transportation: Vehicles with trailer hitches are needed for transporting boats to other regattas at other yacht clubs.
7. Team Racing Transportation: Once a week our team travels to other yacht clubs.

## Parent Volunteers

Pettipaug needs parents to assist with many student activities and regatta events. We can always use an extra hand. Please contact the PSA Chairman if you can volunteer.

## Comments, Suggestions and Problems

We are always trying to improve the program. We welcome all suggestions, criticisms and compliments. The program is somewhat flexible, and if the reasons are compelling, changes can be made in midstream if necessary.

We request that you put all comments, suggestions and complaints in writing to the Chairman (address listed on PSA staff page) so that we will be sure to follow up on them. Please include your name and telephone number so that we may contact you if further discussion is needed.

Problems need to be addressed as early as possible. Summers are short so don't let perceived problems fester. In addition to bringing your general comments to the program Chairman, you can discuss concerns about classes, racing, teaching methods and daily operations with the Director. Except for safety concerns which need immediate attention, such discussions must be taken up outside class time and should be out of the presence of children and third parties. Please do not hold up an entire class with issues that can be discussed at another time. Our instructors have been ordered to walk away from any "conversation" that becomes uncivil in nature, and report the incident to the Director and the Chairman.

## Launch Service

The Sailing Academy staff are not launch operators for club members. Instructors are at the club to teach sailing. The club safety boats are not available to club members during Sailing Academy sessions.

## Pettipaug Yacht Club Membership

Pettipaug Yacht Club junior membership is available to all PSA students for \$15. Senior (family) membership requires the applicant to be proposed by another member, who will collect the necessary four letters. The Board of Governors will then vote on the application. The new member then pays the annual dues and the initiation fee.

### Sexual Harassment and Abuse Awareness

In light of recent litigation, everyone should be sensitive to perceived conduct and the effect it has on what is considered appropriate and inappropriate behavior. While this may be a sad commentary on our times, it is important to be AWARE of these issues and to make sound judgments.

### Bullying

**"Bullying is the wilful, conscious desire to hurt another and put him/her under stress."**

Tattum, D and Tattum, E. (1992)  
Social Education and Personal Development. London,; David Fulton.

At Pettipaug Sailing Academy, there is zero tolerance for bullies and bullying behavior. We operate on the three-strikes policy: warning, suspension, expulsion.

## PART 2

### **Boats: C/C 420s, Optimist dinghies and Blue Jays**

Pettipaug Sailing Academy owns some sailboats. We borrow C/C 420s boats from Trinity College and from generous academy families and friends. Pettipaug Sailing Academy uses these borrowed boats at its discretion in our sailing classes. Families with students in the program are encouraged to own and donate Blue Jays or Optimist dinghies to the program.

The two types of boats that Pettipaug will accept for use in the program are Blue Jays and Optimist dinghies. These boats are sailed extensively in this area. The 420 and the Optimist are sailed heavily around the world, and the C/C 420 is used in many college sailing programs. Blue Jays have been used at PSA and other Long Island Sound and New Jersey junior sailing programs since the forties. They are good double-handed training boats.

**Boat donations:** Boats donated to the program remain the property of the donor. The donation is actually the *use of the boat* during PSA. Families who donate boats are entitled to a tuition refund for each student enrolled, and because PSA is a 501(c)3 non-profit corporation, a tax deduction equivalent to the charter value of an equivalent boat for the same period may be taken. (*The value and tax benefit derived from such a donation is up to the donor to determine. Check with a knowledgeable tax advisor.*) Other donations are also welcome. Please contact a board member if you are interested in making a contribution.

Owning and donating a boat to the program is very worthwhile. Some mutual benefits are:

- Allows PSA to function
- Saves owner tuition
- Provides a tax deduction
- Allows sailor to sail during non-PSA hours
- Allows sailor to attend regattas at PSA and other clubs
- Teaches sailor responsibility for owning and maintaining a boat

**Outside of PSA program hours (evenings, weekends and off-season)** the boat is free to be used by the owner. During the program hours, PSA uses donated boats for all program students to use. Your child may or may not sail your boat. If you desire that they use your boat, please make it known to the Director and he will do what he can. In the end, however, the best interests of the sailor are considered most important, and the sailor will be assigned to a class and boat that best fits his skills and abilities.

**Boat use for regattas:** In order to attend regattas at other clubs, sailors must either own a boat or borrow a boat from a boat owner. Generally PSA has enough boats so that some program boats will be able to be released to the owner for regatta attendance. Please be sure to alert the staff as soon as possible as to your plans for using boats. In rare instances, we may require that a boat stay at PSA.

**Borrowing boats for regattas:** Sailors who borrow boats should intend to return the boat in better condition than it was borrowed. PSA has guidelines for borrowing, using and returning boats for regattas. Realize, however, that it is up to the owner and the borrower to agree on all the details of use of the boat. PSA does help arrange for boat borrowing. Boats used at regattas in this manner are not the responsibility of PSA, and we will not make repairs due to damage from regatta use.

**Boat damage:** PSA does repair damage caused by students during normal PSA use. Parents of a student who causes intentional or avoidable damage to any club or private property are expected to pay for any damage done.

### Never Owned a Boat?

PSA is a place for everyone to learn – children and parents alike. Many of our students’ families are new to sailing. As we depend upon families to help us out by owning and donating boats, we are also here to help you decide if boat ownership is for you. We can help you decide what type of boat would be appropriate for your child, and will even do informal surveys of locally available boats used by PSA. We also keep tabs on the local boat market, and often can help you find or sell a boat. If you have any questions about boat ownership, please feel free to contact Bob Cashman or Ann Courcy.

### CHECK LIST FOR STUDENT SAILORS

You need to bring (or wear) the following items to class everyday:

- Coast Guard approved life jacket (the vest type are most comfortable)
- Shoes (Tevaz, boat shoes or sneakers but NO flip flops)
- Sunscreen (put it on before you arrive)
- Hat
- Change of clothes/towel
- Water bottle... filled, especially on hot, humid days
- Snack
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## PART 3

### Classes

Classes follow a “flexible” lesson plan. Weather conditions and safety are major considerations in planning daily lessons. The learning process is a continuous one, and sailors missing a lot of classes will be at a disadvantage. Please discuss planned absences with the Director.

### Sailing Ranks

PSA has a series of skill sets (ranks) which are taught by our instructors. Each instructor is responsible for teaching these skills to his or her group on an ongoing basis. A student almost always advances one rank each year and it is possible to advance two ranks each year.

Sailing Ranks are designed around the designations used in the real working world of seamanship and are intended to reinforce each student’s sense of achievement and progress.

Each student will be evaluated at the beginning of each semester and placed in a class working towards a rank which the Instructors determine is appropriate for their skill level and abilities.

Most ranks are designed to be learned in a sequence as follows:

SEAMAN  
SEAMAN FIRST CLASS  
SECOND MATE  
FIRST MATE  
BOATSWAIN  
SKIPPER  
RACING SKIPPER

Some ranks are designed to be achievable by many students in a single session but others may take more time, such as BOATSWAIN and SKIPPER. All students will receive certificates for their participation at the graduation awards regardless of the rank they achieve. Some students may require more than others to achieve some of our ranks. Our instructors understand that all students will progress best at their own pace. This is the best way to cultivate a life-long enjoyment of the wonderful activity of sailing.

Please confirm that your child has been placed in the correct level during the first week of your PSA session.

**PETTIPAUG JUNIOR SAILING ACADEMY  
Requirements for SEAMAN**

**Safety**

- Swim test
- PFD on and off
- Capsize and recover
- Know the four basic PSA Rules of Seamanship

**Rig and Unrig**

- Know and follow gear stowage procedures
- Know North, South, East and West Compass Point at PSA
- Determine wind direction
- Determine current direction and it's effects

**Knots, Cleats and Coils**

- |             |              |
|-------------|--------------|
| Bowline     | Clove Hitch  |
| Square Knot | Cleat Hitch  |
| Coil & Hang | Figure Eight |

**Charts**

- What the colors mean
- Finding the compass rose and what it shows

**Sailing Skills**

- Board a boat safely and carefully
- Safety position for starting and stopping:
- Basic Steering
- Heading towards and away from the wind
- Collision and danger avoidance
- Tacking

**Basic Rules of the Road**

- Sail over power, except in channel and big boats

**Terminology**

- Bow, stern, transom, bilge, port, starboard, mast, boom, mainsail, jib, sheet, halyard, outhaul, cleats (4 types), centerboard, rudder, tiller.

**DEMONSTRATE GOOD SPORTSMANSHIP  
AND COURTESY AT ALL TIMES!**

## **PETTIPAUG JUNIOR SAILING ACADEMY Requirements for SEAMAN FIRST CLASS**

### **Safety**

Same as for Seamen

### **Sailing Skills**

Turn AWAY from and TOWARDS the wind

Jibing

Mooring and Docking

Man Overboard — Figure Eight, then recover

Squall procedure: set anchor, douse sails, get low

### **Point of Sail**

Be able to sail to windward easily

Close, Beam, Broad Reach, Run

### **Steer by Balance (Rudderless)**

Maneuvering in current

Be aware of and check for current

Making and using ranges

### **Seamanship**

Charts, water depth, compass directions, buoys and channels

### **Anchoring**

Line coiling, throwing and catching, cleating

Boat care and maintenance

Rowing

### **Rules of the Road**

Purpose of the rules

Opposite tacks: Port / Starboard

Same tacks: Leeward / Windward

### **Terminology**

Windward, leeward, port, starboard tack;

Luffing, beating, reaching, running, heading up, heading down,

heading on and off the wind, heeling;

Clew, tack, head, luff, leech, foot, battens, spinnaker, telltales, stays, shrouds, vang,  
down haul

**DEMONSTRATE GOOD SPORTSMANSHIP  
AND COURTESY AT ALL TIMES!**

**PETTIPAUG JUNIOR SAILING ACADEMY  
Requirements for SECOND MATE**

**Sailing Skills**

- Proper trim of both sails for each point of sail
- Sail a straight course in a current
- Proper trim of a centerboard
- Able to maintain course and speed in formation with other boats
- Recover a "Man Overboard" from a reach, run and beat

**Seamanship**

Identify the basic types of sailing vessels: Schooner, Cat, Ketch, Yawl, Sloop and Cutter

Charts

- Buoy descriptions and light navigation markers
- Bottom makeup.
- Basic compass courses

Compass

- How it works
- Relationship between compass points and degrees: N--S--E--W.

Weather

- Recognize basic cloud types
- Understand relationships between wind direction and weather
- Beaufort Scale

**Terminology**

- |               |                     |
|---------------|---------------------|
| Storm Trysail | Blooper             |
| Genoa         | Triradial Spinnaker |
| Radial        | Crosscut Spinnaker  |
| Spinnaker     | Staysail            |
| Marconi Rig   | Gaff Rig            |
| Mizzen Mast   |                     |

**DEMONSTRATE GOOD SPORTSMANSHIP  
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**PETTIPAUG JUNIOR SAILING ACADEMY  
Requirements for FIRST MATE**

**Sailing Skills**

Sail well on all points of sail in all conditions ... from drifter to heavy air

Sail well single handed

Set, fly, jibe and take down a spinnaker

Exhibit the ability to work well with crew members of various abilities and temperaments

Understand Sail Theory

Why a boat sails

Apparent wind

Proper use of sail controls for wind conditions:

Outhaul, vang, downhaul, barber haulers, halyards

Seamanship

Know the 16 Compass Points

Understand Compass Variations and Deviation

Plot a course between two points on a chart

Determine Estimated Time of Arrival (ETA) when given speed.

Determine tides and currents for the Connecticut River and Long Island Sound  
using current tables and charts

**Racing Skills**

Be able to start a race safely and intelligently

Safe, seaman-like and efficient rounding of marks

**DEMONSTRATE GOOD SPORTSMANSHIP  
AND COURTESY AT ALL TIMES!**

**PETTIPAUG JUNIOR SAILING ACADEMY  
Requirements for BOATSWAIN**

**Seamanship Skills**

Knots and their uses

Rolling Hitch  
Fisherman's Bend  
Sheepshank  
Bowline on a Bight

Splices

Eye Splice  
Short Splice  
Whip End of Line

Line Types – advantages and uses

|        |                    |
|--------|--------------------|
| Dacron | Braided            |
| Nylon  | Twisted / 3-strand |

Anchors – advantages and disadvantages

|           |            |
|-----------|------------|
| Danforth  | Scope      |
| Yachtsman | Chain      |
| Mushroom  | Plow, CQR  |
| Bruce     | Sea Anchor |

Chart Work

Plot a Magnetic Course  
Determine current strength and direction  
Correct Magnetic Course for current  
Have a thorough understanding of all chart symbols

Sailing Theory

Understand what makes a sailboat go to windward and downwind  
by the action of the wind on the sails and the water

**Racing Skills**

Assist on Race Committee  
Understand organization and use of Appeals  
Understand Rules and Protest Procedures

**DEMONSTRATE GOOD SPORTSMANSHIP  
AND COURTESY AT ALL TIMES!**

**PETTIPAUG JUNIOR SAILING ACADEMY  
Requirements for SKIPPER AND SKIPPER RACING TEAM**

Proper trim of main and jib  
Most efficient course in tide, current and wind conditions  
Sail a straight course in current  
Emergencies on the water: capsize, boat damage, storms  
Care of the boat: launching, docking, anchoring  
Teaching crew jobs: tacking, jibes, spinnaker  
Proper trim of centerboard  
Maintain course and speed in formation  
Racing rules  
Starting strategies and techniques  
Rounding marks  
Proper lay line to marks  
Race strategy – position in fleet  
Reading clouds and wind  
Sail selections for wind conditions  
Boat balance and hiking for wind conditions  
Spinnaker trim and wind conditions  
Roll tacking  
Race in inter-club regattas (four required)

**DEMONSTRATE GOOD SPORTSMANSHIP  
AND COURTESY AT ALL TIMES!**

## PART 4

### Racing

Sailors who have gone through PSA have competed at the top national and international level. Several former students have been All-American sailors at the college level, sailed in US Sailing National Championships, involved in Olympic campaigns and worked with America's Cup Challenges. It is possible that your children will go in these directions as well and we will always be here to do what we can to support our sailors in these activities. However, our goal is not to turn out world-class champions year in and year out. We are just as happy to expose our sailors to the adventures and fun of sailing, foster a love of sailing and generally how to be good people.

**Racing Philosophy:** Competition is an essential part of the higher level classes. We believe that several benefits are derived from racing. Children (and adults for that matter) often don't understand or develop the finer points of sailing unless they can see the effects of their actions as measured against another boat sailing alongside. The learning curve is generally heightened when there is a clearly identifiable short-term goal. While encouraging friendly competition, we try to avoid divisive activities. We believe sailors should learn the racing rules. This includes allowing protests and the subsequent hearings,

**Racing Protests:** This is an important process and helps sailors learn the nuances of the rules. Junior sailing protests at PSA are generally used as a learning experience for all sailors. We discourage the use of the rules as a weapon to gain an advantage. We use the "720 penalty" which, in most cases, allows the sailor to sail in two complete circles to exonerate himself of a foul before continuing the race. This allows a sailor who knows he made a mistake to take a penalty and continue racing, avoiding the more severe penalty of disqualification if a subsequent protest were lost. We try never to forget that sailing should be fun. Parents should be instrumental in supporting their children and helping them understand that there is a system for resolving disputes. The "system" does not always function properly, but children should be taught to deal with it, accept the results, or fight within the system and then move on.

### Racing Opportunities

Sailors are encouraged to seriously consider their abilities when deciding whether to participate in any of these races. Consultation with your instructor is advised if you have any question about whether you are prepared to participate.

**Friday Series** is held during the afternoon session of PSA and is open to any junior sailor who is a member of Pettipaug Yacht Club or any PSA student. Races are run for Optimists, Blue Jays and C/C 420s, assuming three or more of each class are in attendance. The Friday Series is not part of the regular lesson program of PSA. It is an entirely optional activity. Our instructors run the races and will hold brief meetings before and after the racing to make the series as much of a learning event as possible. Protests will be heard by the instructors after the racing concludes for the day, Friday Series racing is as effective a learning tool as our regular classes. There is no instruction and effectively no assistance during sailing for racers. Races will be held in virtually all safe weather conditions. Racing will not be canceled if only part of the fleet decides to sail. Instructors may restrict some participants from sailing if the conditions are too severe for particular sailors. Safety is our primary concern. A smart sailor knows when not to go out.

**Regattas:** Traveling to other yacht clubs for regattas is arguably the most memorable experience for our sailors. Besides the enjoyment of the competition itself, the social aspects are significant. The children spend a lot of time on and off the water with other sailors up and down the Sound, and at higher levels, around the country and the world.

Many local regattas are listed in the ECSA Junior Yearbook. Please ask for a copy from your instructor if you want to see what is going on in the area in Junior Sailing. The ECSA Yearbook contains dates of regattas, entry forms and directions to the yacht clubs.

PSA will also maintain a calendar of local and regional events that our sailors will be attending. Parent volunteers are always needed to instill in the students an admiration for sailing and to help move people, boats and equipment to and from regattas and team-racing events.

Don't be shy about volunteering, and don't be surprised if you receive a call asking for help, especially if your child is traveling to an event.

Sailors who want to attend a regatta should be in contact with the Director as soon as possible. We will maintain a list of sailors and boats going to each event. We will do our best to help coordinate moving people, boats and gear. It is not the instructors' job to move all the boats, to rig boats or keep track of gear at regattas. They will help out when they can, but sailors and parents need to take full responsibility for their participation at any regatta. When conditions permit, a PSA instructor or representative will accompany our sailors to regattas and help sailors before, between and after racing. Parents are encouraged to attend regattas with their children.

At large regattas, fleets are usually broken up by age and experience, and there are always some sailors who are not very good sailors. The best way to learn is to go racing a lot. It may often be frustrating, but it is never humiliating.

**Team Racing:** Each week, members of the PSA Team Racing Team compete against another yacht club. The results are compiled throughout the season and a regional Team Racing Championship is held at the end of the season.

## PART 5

### Regatta Guidelines

#### Sailors

- 1) Talk to people who have raced in the area you are going to. They will have lots of good local knowledge to help you have a successful trip. Make a list of any special equipment or preparations you will need for this trip.
- 2) Have your boat ready to be loaded on a trailer **the day before** the regatta (in some cases we may need more time). You should have all the work you need to do done before we load trailers: clean the bottom, install equipment, de-rig and secure all running and standing rigging, etc. Don't overlook having some tie-down line available as well. Make sure you have any gear you need from the clubhouse and the sail locker; the club may not be open when you leave in the morning.
- 3) The **night before** the regatta gather all your racing and fun stuff. Use the checklist so you will have everything and be ready to go. Get a good night rest as regatta days are long and tiring.
- 4) When you are at any event, always remember you are the guest of the host club. You are expected to act maturely and show exemplary sportsmanship, both on and off the water. Remember to thank the organizers, race committee and other host club officials. Over the years PSA teams have gone to many events and we have been complemented on our sailors good behavior, attitude and manners, both as individuals and as a group. Let's continue the good work! Our efforts at being good citizens means in future years we will be welcomed back.

#### Instructors

- 1) Encourage sailors to sign up and attend regattas. Maintain records of student participation, and organize sailors and parents. Be mindful of not pushing sailors who do not want to participate (or are not of sufficient ability). Make sure that everyone knows that the only pressure is that from the sailors themselves. Share with all sailors who have not attended both the fun aspects of racing, as well as the "war stories." Be sure to include sailors who could not attend a regatta, but are interested or wished to go.
- 2) Remind and assist sailors and parents in preparing to go to a regatta: boat prep, de-rig, loading and securing boats and gear.
- 3) Before departing make sure all records are in place, parents are informed of plans, medical forms are going with the group and any other loose ends are tied up.
- 4) Gather all the sailors prior to the race and give all the help you can. Keep notes on racers and races, and have a de-briefing after racing. Every race is a new experience and something can be learned every race.
- 5) Maintain a list of participation and results.
- 6) *When at a regatta, be available at all times for your students!* Be helpful to the host of the regatta if possible, and work with other instructors and clubs to make the regatta work as smoothly as possible.

## Regatta Checklist

- Hull (equipment in good order, cleaned, ready to go)
- Spars
- Racing Sails
- Rudder, tiller, hiking stick
- Sail Ties
- Lines (main, jib, spin sheets, uphaul, downhaul, painter, etc.)
- Bailer
- PFD with whistle
- Water bottle
- Sun screen, hat, sun glasses
- Paddle
- Extra clothes, towel, bathing suit, foul weather gear
- Shoes
- Sailing gloves (if conditions warrant)
- Snack food
- Boat Registration (class registration for regional, national events)
- Sail number on sail
- Entry Form properly completed and signed, entry fee
- Wind pennant
- Anchor & Line (Blue Jay)
- Tools (hammer, and other stuff)
- Emergency parts: (bubble gum, duct tape, and other stuff)
- Rule book
- A well-rested PSA sailor with a good attitude!
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