

ACADEMIA DE VELA

CLUB NÁUTICO DE SAN JUAN

PARENTS MANUAL



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MISSION, VISION, AND VALUES

MISSION

For kids to enjoy the sport of sailing and gain confidence, awareness, and a safety-first mentality while on a boat. Through this program, we hope to raise their level of enthusiasm for the sport by providing a venue where they can practice competitive or leisure sailing after the summer program. We strive to motivate students to continue their sailing practice throughout the school year and return in the summer with an even greater desire to practice the sport and take advanced lessons. Finally, we wish to see all these students participating in regattas held during the year.

VISION

The sailing Academy has vision to become the catalyst that elevates the sport of sailing in Puerto Rico and at the same time create a community of sailors. To develop students into high caliber sailors so that they can represent their schools and Puerto Rico in local and international regattas.

VALUES

Below is a list of the values that guide instructors to offer a quality service:

- We always act with integrity and respect
- We have a great sense of urgency
- We are in continuous improvement, innovation and openness to change
- We are committed to providing a safe and professional environment that encourages the maximization of the potential of all
- We are committed to the success of the sport of sailing in Puerto Rico

GENERAL POLICIES

The policies of the sailing Academy are as follows:

- ☞ Minimum age to start surfing are 7 years
- ☞ Student must achieve level **Orange** to compete in regattas
- ☞ The preference of students is prohibited. Everyone should be treated equally.
- ☞ Fathers and mothers are prohibited to interrupt a session of practice, except in cases of emergency
- ☞ Each instructor must have a RADIO on the water at all times.
- ☞ The maximum number of students per instructor are 8.
- ☞ Is forbidden to capsize the sailboats unless it is authorized by an instructor
- ☞ All students and instructors must have a life vest at all times while they are in the water.
- ☞ Each student must have a plastic water bottle
- ☞ Each instructor and student should carry the following safety equipment
 - Lifeguard
 - Whistle
 - Bailor to take out water

DISCIPLNE POLICIES

To run a safe and productive program we need to establish a discipline policy. Our discipline policy maintains that each student will have three opportunities to correct any violation of the rules followed by the following:

- **First violation** : Parents will be called by the Director of the sailing Academy and the incident will be reported. It will be noted in the record of the student.
- **Second violation** : The student and parent will be called to meet with the instructor and the Director to discuss the first two incidents and create a plan to prevent future infringement. Also notes the incident in the student record is filed.
- **Third violation**: The student can not continue participating the program. Notify parents to pick up the student. There will be no refund.

Violations is not limited to : inappropriate language, destruction of property and equipment, physical abuse to another student or instructor.

INSTRUCTORS AND STAFF

Exceptional and experienced staff of the sailing Academy are the most valuable qualities of the program.

DIRECTOR OF THE SAILING ACADEMY – Pedro Luis Fernández

Pedro Luis Fernández was born in Cuba and represented his country in more than three Central American games and three Pan American games. In 1996 he won the gold medal at the Pan American games and then competed in the Atlanta Olympics in the 470 class. As national coach of the Puerto Rico sailing team, they captured more than 10 medals in the last 5 years. Pedro Luis is considered to be one of the most experienced and prominent trainers worldwide.

INSTRUCTORS

The Sailing Academy counts on a number of proven and qualified instructors to teach from the most basic level to the most advanced level. All have extensive experience in international competitions.

MAINTENANCE OF EQUIPMENT

Our entire equipment is checked for maintenance periodically, especially motor boats. If any part is damaged, staff repairs it immediately and keeps a maintenance report.

SKILLS IN MOTOR BOATS

All instructors are required to pass a test on proper motor boat handling and safe procedures for purposes of instruction.

RADIOS

A radio system is an essential part of our sailing program. The radios provide a way of communication between on the water motor boats and the ground personnel. Procedures for the proper use of the radios are reviewed with the instructors. Each boat engine maintains a marine radio at all times and is in constant communication with the Club Náutico de San Juan and the Director of the sailing Academy.

SECURITY

The staff of the sailing Academy are dedicated to ensure your child's safety during the participation in all types of navigation.

Selection of activity

We take much judgment in selecting the proper activity for each day. In addition to taking into consideration the level of skill and ability, weight and age, we consider criteria such as sea and weather conditions before the start of each class.

The weather conditions directly affect the safety of the sailors. Our instructors understand the local conditions of the time and always take any necessary precautionary measure. When extreme weather is forecasted, instructors act conservatively and prepare alternative activities to keep students safely on land.

Swimming test

As a security measure, all students are required the first day of class successfully completed a swimming test. You will be asked approximately 50 yards to swim and swim in the same place for 1 minute. Please ensure that your child has a towel and a change of clothes.

Lifeguard

Lifeguards are mandatory at all times when students are near the water. The lifeguards should have the correct proportion in relation to the weight and size of the student. Each life jacket must be properly identified with the name of the owner and must be inspected regularly to ensure that this in good condition.

Forbidden:

- glass containers
- skateboards and other balancing toys that are prone to injury
- hand-held games.
- inappropriate language
- destruction of property
- Physical abuse of another student or instructor

SECURITY

The sailing Academy believes that parents have rights and that the questions related to the sailing program are reasonable and important.

Parents are entitled to know that:

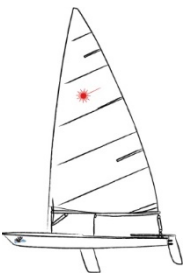
- His daughter (or) will be safe with the instructors, both physically and emotionally.
- Instructors are experienced in the sport of sailing and are trained in safety procedures at sea and ashore.
- All students will be treated with equality and each will be treated as an individual
- Any negative or cruel behavior between students and instructors will not be tolerated.
- The sailing Academy staff will behave in a professional manner at all times
- Can schedule a talk with any staff member of the Sailing Academy in the hours after classes with a proper concern and staff will listen carefully and try to resolve any possible situation.
- His daughter (or) are going to learn, improve and have fun in the sport of sailing.

SAILBOATS

OPTIMIST: Is a 8 foot sailboat that is easy to set up and navigate, ideal for children up to age 15. This sailboat is not limited to beginner sailors because it allows for a great development potential and it is very exciting sailboat to compete in. It is the most popular youth sailing boat in the world with over 150,000 registered worldwide. Annually held regional Championship such as the North Americans, South Americans, and World Championships where more that 50 countries and +300 sailors compete. In 2008, Puerto Rico was the number 1 ranked team in the world when the team capture all three major championship that same year, led by Raul Rio, reigning 2015 Pan American Gold Medalist.



LASER: Sailboat from a person, similar to the Optimist but a little bigger, 13 feet long. It is ideal for students that weigh more than 130 pounds. Depending on the weight of the student, the Laser allows to use up to three different models: 4.7, Radial, and Standard. Similar to the Optimist, it is one of the small sailing boats, or "dinghys", most popular in the world. The male standard Laser and women Laser Radial are part of the Olympic classes.



420: Sailboat 14 feet long that is sailed by two people. The sailboat is composed of two sails: a mainsail and a jib. It is the fastest sailing boat within the fleet of the sailing Academy.



HOBBIE WAVE: A catamaran (two pontoons sailboat), 15 ft perfect to train students in the concepts and basic skills of sailing. It is one of the faster and more stable sail boats.



IC24: 24-foot with a fixed keel sailboat. It is a version of the 420 largest. The sailboat is a modification of the J24, creating a more comfortable and ideal sailboat to teach and carry out excursions. At least 6 people adults fit onto the IC24. Its simplicity allows an accelerated learning of the basics of sailing and developing key skills. The IC24 class is currently the most competitive in Puerto Rico with 10 teams competing regularly throughout the year.



METHODOLOGY

Sailing Academy uses a proven and effective methodology to train students. The methodology consists of four training courses/levels: yellow, Orange, blue, and Brown. Each student will have a record with a daily assessment by the direct Instructor. The successful implementation of a level requires a theoretical test and practice. To the **Orange** level students may compete in regattas against other students of the same level.

	Yellow	Orange	Blue	Brown
Description	A basic understanding of how a boat sailing, with some experience of steering and handling the boat	A range of sailing skills and knowledge to help in becoming a confident sailor	Rigging, launching and sailing in any direction. Equivalent to Level 2 in the National Sailing Scheme	Sail a double handed boat as crew or helm, and solve a variety of problems afloat.
Course content	Launching and recovery, steering, parts of the boat, basic sailing	Basic sailing skills, ropework, collision avoidance	Rigging, launching and recovery, sailing techniques, capsize recovery, sailing theory	Rigging, launching and recovery, sailing techniques and manoeuvres in crewed boats, recovering a man overboard
Ability after course	Able to sail by themselves and understand basic principles	Able to tack and control boat speed, and understand basic principles. Can compete in green fleet regattas!	Able to launch and sail a dinghy around a triangle in moderate conditions	Can launch and return to a beach, jetty or mooring, and sail a crewed dinghy around a triangle in moderate conditions. Ready for International Regattas!
Average time to Graduate from each Level	1 Session (2 weeks)	2 Sessions (4 weeks)	6 Session (12 weeks)	10 Sessions (20 weeks)

REQUIRED CLOTHING

- Lifevest
- Change of clothes
- Water shoes
- Towel
- Sunblock
- Cap
- Plastic containers for water.
- Girls can come in with leggings or shorts

THE HOUSE RULES

- Not enter House wet
- No fighting
- Not play with balls inside the House
- Keep House clean

DOCK RULES

- Always wear life vest
- No pushing or shoving
- Not be at the dock without an instructor
- Do not jump into water without the permission of the instructor