

## **KHYF Junior Race Team Manual**

The **KHYF Junior Race Team** is designed to provide year-round coaching and equipment for youth sailors at a low cost. Created in 1992 with only 7 members, the race team has a short but well-accomplished history. After only 12 years of growth, we've held a roster as large as 42 members, at one time, and have developed our fleet of boats and equipment to include 28 sabots, 8 CFJs, 1 Laser, 3 Martin 242's, 4 Avons, and a 17' Coach Boat.

Development typically begins in the US Sabot, where each sailor is assigned a boat, according to their given team ranking, that he or she is responsible for, and may use for competing locally. Our Sabot regattas range from Long Beach to Santa Barbara, and in each year there are 10 High Point events (sponsored by the US Sabot Association [www.ussabot.org](http://www.ussabot.org)) and the US Sabot Nationals in which the sailors may compete regionally.

As sailors grow bigger and older, most will graduate into Lasers, Laser Radials, and CFJs where they will begin sailing in bigger fleets and traveling greater distances. Training becomes much more advanced at this level and teamwork is strongly emphasized.

The KHYF Junior Race Team also has a long history of sportsmanship and Corinthian spirit. Each team member and parent is expected to represent the KHYF accordingly. Remember: **This is a privilege; not a right!**

### How to become a Race Team member:

Anyone can ask to join the race team by just informing the Coach of your interest and attending a try-out (usually during practices) for evaluation by the Coach. You are not required to be a Yacht Club member although it is *highly* recommended to receive the most benefit from the team.

- An application, waiver and Race Team fee, must be submitted annually.

### Rules and Responsibilities:

1. Maintain your boat that has been assigned to you.
2. Properly return all equipment to the locker after each use. You are accountable to assure that the equipment locker is secure with doors closed and that the lock is attached properly. If needed, coordinate with your team members or the coach such that there is a designated person to secure the equipment locker once the individuals or team has left the KHYC compound for the day/session.
3. Complete your scheduled maintenance check-list when assigned.
4. Communicate your intention, to attend or not attend (prior to event) an event, to the Coach.
5. Obey all Yacht Club rules, Youth Foundation rules and Coach's instructions.
6. Represent KHYF responsibly at all times.
7. Complete a waiver form for each year (kept on file with the Coach).

### Maintenance

- In the event of damage, you must inform the coach within 24 hours and record the damage on the maintenance log located inside the KHYF locker by the door.

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## Boats and equipment

- All equipment shall be put back in its original storage location/position after use.
- The locker must be closed after use.
- All boats must be unloaded from trailers no later than the **Tuesday** following a travel event.
- During summer sailing, boats must be returned (from an event) by **Sunday evening**.
- Trailers must be returned to their yard space/location when returned after an event.

## Maintenance Check-list

- The Coach will annually send each team member a Maintenance check-list weekly schedule as part of the team roster.
- Each member will have one week to complete the maintenance check-list.
- Check-lists will be kept in the black box on the wall directly across from the KHYC office.
- Upon completion, the check-list should be placed back in the box.

## Communication

- All team events will be posted on the Calendar at [www.KHYF.org](http://www.KHYF.org)
- It is the responsibility of each team member to confirm their attendance/non-attendance no later than the **Tuesday** before the event.
- For CFJ events, confirmation must be **at least one week prior to event**.

## Consequences

- Failure to properly communicate with the coach (for an upcoming event) will result in loss of team privileges for the event.
- Failure to properly care for or return your assigned boat or equipment and/or failure to close the locker after use and/or failure to complete your maintenance check-list will result in loss of team privileges for **AT LEAST** one event.
- Failure to represent the KHYF with proper sportsmanship, or appropriate behavior will result in loss of Race Team privileges for **AT LEAST** 3 months.

**NOTE: Further infractions will be dealt with on a case by case basis, and in some cases, may result in removal from the team.**

## Coach's requirements

1. Always have fun!
2. Always put forth your best effort and attitude!
3. Bring a "Race Log" to all team events.
4. Finish what you start.

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## **Rankings and Boat Assignments**

- Rankings are updated annually, and are based on the following:
  1. Sailing ability
  2. Race Team Participation (attendance of practices and regattas, communication, and overall involvement)
  3. Attitude and level of interest
  4. Race results
- Sabot rankings will be updated annually in August.
- CFJ rankings will be updated in July.

## **Boat assignments**

- Sabots will be assigned annually in September, based on the rankings.
- CFJs will be assigned annually in August, based on the rankings.
- All assignments are subject to periodic review and may be changed if boat is used improperly.
- Each team member is responsible for the up-keep and maintenance of their assigned boat.

NOTE: All damage (boat, attachments, hardware, cover, sails, bags) must be reported to the coach within 24 hours and recorded on the maintenance log.

## **Leased Sabots**

- The top 6 individuals, identified by the Sabot rankings (and criteria above), will be offered an opportunity to lease top quality boats on an annual basis.
- When someone does not want to lease a Sabot, it will then be offered to the next sailor in the rankings.
- Lessees are required to store and maintain their boat for a full year, and then return the sabot in the same condition it was received.

## **Parent Responsibilities**

- Assist in transportation of boats and team members whenever possible. In regard to trailer towing activity, each parent towing at KHYF trailer to an event is required to assure that ALL of the boats and equipment are secured safely onto the trailer. Do not assume that the Race Team members have safely secured the trailer for highway travel.

NOTE: All trailers require a 2" tow ball hitch.

- Assist your children in communication with coach, maintenance check-list, and equipment maintenance and care.
- Represent the KHYF according to the same rules and guidelines given for race team members.

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## Coach's Responsibilities

- Maintain and organize Race Team Calendar and Roster.
- Organize periodic practices for each fleet of boats.
- Organize all travel and race events.

NOTE: Coach will assign a parent to handle travel details for long distance events.

- Write monthly telltale articles for the Jr. Race Team.
- **GOAL:** To improve the racing ability and performance of our Junior sailors.

NOTE: Nowhere in the Coach's job description will you find the words: **"Baby-Sitter"**

## BOAT USE ON YOUR OWN TIME:

- Any member of the KHYF Junior Race Team can gain access to, and use the equipment of the KHYF for the purpose of practicing their skills or working on the equipment on their own time according to the following rules:
  1. King Harbor Yacht Club membership of the skipper is required. (KHYC requires this for insurance purposes). A KHYC non-member may only be on the KHYC premises if it is a scheduled KHYF practice or KHYF event (regatta preparation, fund raiser, or race). KHYF coach and/or KHYF Program Director should be present to access the KHYC premises.
  2. Parent supervision: If you are a KHYC member, then your parent (or designated guardian on the Race Team Application) must be present at all times on the KHYC premises. (Special exemptions apply, see below). A special exemption may be applied by the KHYF coach or a KHYF Board member.
  3. Safety: For your safety and your teammate's safety, you must -
    - A. Wear your life jacket (properly secured on your person) and have all necessary Coast Guard required safety equipment at all times.
    - B. Thoroughly check over each piece of equipment before leaving dock.
    - C. Have a bowline suitable for purposes of towing, (at least 20 ft.), attached to the mast at all times.
    - D. Never leave the dock in conditions over fourteen knots or conditions which may exceed your ability or skill level, whichever is lesser. If winds increase while you are already on the water, you should return.
  4. Boat and equipment use.
    - A. You are permitted to use the type of boat in which you are ranked according to the latest team rankings.

NOTE: All special requests for boat use shall be made directly to the Coach.

    - B. If you have been assigned a boat, you are expected to use that boat.
    - C. If you receive special permission to use another boat than the one you are assigned, refer to boat assignment list and call the person whose boat you plan to use and inform them of your intentions. Please do not leave a message on their phone machine. Please get verbal permission from the assignee.

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5. Permission must be requested prior to use of any equipment.
  - A. Permission can be granted by the Coach or Race Team Director.
  - B. You must call or E-mail at least 24 hours in advance of planned usage of boats.

6. Access to keys to the Container (Storage Locker).

NOTE: You MUST be accompanied by your parent to obtain a key. If your parent is not with you, you will not be given a key. (Special exemption from this rule will be granted to a few individuals on a yearly basis as directed by the Board. This list will be provided to all those who can give out keys.)

The container (storage locker) key is located in the small white cabinet next to the KHYC office door. Should the container (storage locker) not be locked and/or the key not returned to the cabinet, the instructions below may be implemented.

NOTE: The key to the locker is in the key-box *inside* the office, which can be accessed in the following ways:

- A. Weekdays from 7:30 to 4:00: Club Manager.
  - B. Weekends from 7:30 to 4:00: Janitorial Staff
  - C. POST 4:00 PM: Bartenders (Remember: this is not their job, so don't abuse the privilege of having this access.)
7. Container (Storage Locker) Rules
    - A. When you open the locker, you are expected to sign in on the sheet provided on the inside of the door.
    - B. All equipment is to be put back in its proper storage spot. (Wet sails should be hung up inside the container (storage locker)).
    - C. **Do not leave without closing up the locker and returning the key!**
    - D. Any neglect of the above rules will result in a minimum of 3 months suspension from use of the container (storage locker).

8. Equipment Care

- A. The parent shall assume full responsibility for equipment.  
(\*Large equipment cost reimbursements will be handled on a per-case basis with the KHYF Board)
- B. All equipment is to be hosed off after use. Although this may not be possible at an away-event, please make every effort to wash off the boat before it returns to storage.
- C. Any equipment breakdowns are to be reported on the **KHYF Maintenance log** and to the Coach within 24 hours of the accident.
- D. The basic rule of thumb is that all equipment is to be returned in "as good as, or better" condition than when it was received.