



Bury Lake Young Mariners

BLYM Clubhouse
Rickmansworth Aquadrome
Frogmoor Lane, Rickmansworth, Hertfordshire, WD3 1NB
☎ 01923 772 015 ✉ info@blym.org.uk 🌐 www.blym.org.uk

RYA Assistant Instructor Course Joining Instructions

Thank you for booking a course at BLYM. Please read the notes below in preparation for your course.

Our clubhouse is at Rickmansworth Aquadrome (satnav postcode WD3 1NB) and you should park in the main Aquadrome Car Park. Please do not drive into the pedestrianised area of the park even if you find the gates open as you may find yourself locked in. Location details can be found at www.blym.org.uk.

The course starts at 09.30 and finishes at 16.30 each day. Please let us know if you are going to be late, or if you unexpectedly have to miss a part of the course, by telephoning BLYM on 01923 772015.

The course is four days long. The programme is variable depending on the weather, however at a high level day 1 concentrates on personal sailing, days 2 and 3 focus on the method of teaching in double handed dinghies and day 4 is centred around teaching in single handed dinghies. It is mandatory to attend all four days of the course in order to gain the qualification. In addition to the practical elements, you will be required to teach a shore-based session. You will to a certain extent be able to choose which topic you are teaching so that you feel comfortable teaching it. The course will be assessed on a continual basis and you will be kept informed of your progress as you go along.

Please bring all of your usual sailing kit with you on the course. The course will include a capsized drill, so please be prepared to get very wet. Please bring enough clothes so that if you get wet in the morning, you have another set of warm and dry sailing clothes which you can use (and get wet) for the afternoon session and still have a third change of dry clothes to go home in. As a potential assistant instructor, you will be expected to dress appropriately for the conditions so that you set a good example to your students. This does not mean buying lots of expensive kit but it does mean remembering to bring things you need from home. Here is a summary of personal items you should bring each day:

- Two sets of warm, comfortable sailing clothes
- A further complete change of clothes including underwear and shoes
- Towel and shower kit
- Sailing boots or smooth soled shoes such as trainers (these may get wet or muddy)
- Hat, sun cream and sunglasses
- Gloves (optional)
- Waterproof jacket and trousers if you have them
- Packed lunch (There is unlikely to be time to leave BLYM to get lunch)
- Any RYA log books you have
- Notebook and pen or pencil

We provide buoyancy aids and these must be worn whenever you are afloat. If you have your own, you are welcome to use it, provided it meets the current CE standard. Wetsuits and waterproofs will be provided on your course if the conditions require, and can be hired at other times for a small charge. A range of sailing clothes including waterproofs, footwear, gloves, buoyancy aids etc. can be purchased from BLYM at discounted prices if required.

Theory sessions are often held during the lunch break and there will therefore be little opportunity to leave at lunchtime. Tea, coffee and squash are available free of charge during the course. Snacks and confectionery can be purchased from the galley.

We do hope that you enjoy your course.

Yours sincerely

BLYM Course Administrator



Bury Lake Young Mariners
Registered Charity: 1102162 ~ Registered Company: 4389344
Registered Address: PO BOX 2467, Watford, WD18 1XJ



BLYM REGISTRATION TERMS

Throughout this document, BLYM, Bury Lake Young Mariners, the Club and the Training Centre shall all refer to Bury Lake Young Mariners (Registered Charity no 1102162)

ACKNOWLEDGEMENT OF RISK

It must be recognised that sailing is by its nature an unpredictable sport and therefore inherently involves an element of risk. By taking part in a course with BLYM you agree and acknowledge that:

- (i) You are aware of the inherent element of risk involved in the sport and you accept responsibility for exposing yourself to such inherent risk whilst taking part;
- (ii) You will comply at all times with the instructions of the Instructor particularly with regard to handling of boats, wearing of buoyancy aids and the wearing of suitable clothing for the conditions;
- (iii) You accept responsibility for any injury, damage or loss to the extent caused by your own negligence;
- (iv) You will not participate in the course whilst your ability to participate is impaired by alcohol, drugs or whilst otherwise unfit to participate;

CANCELLATION

In the unlikely event that BLYM cancels a course for operational reasons all payments will be refunded unless alternative dates offered by BLYM to you are acceptable.

If a participant cancels a booking 4 weeks or more before the start date their payment will be returned with a deduction of £10.00 to cover administration costs. Alternatively, if there is capacity, a participant can request for a booking to be transferred to a later date at no extra cost. If a participant has to cancel a course within the four weeks prior to the start of the course BLYM will endeavour to fill the place and offer a refund less the administration cost of £10.00. However, if BLYM are not able to fill the cancelled place within seven days of the start date of the course then no refund can be offered. There is no entitlement to a refund once a course or period of membership has commenced. Any requests for refunds must be in writing (or e-mail) to the Course Administrator.

BLYM monitors the weather conditions constantly throughout the day. Should the weather conditions become unsuitable for some activities then it may be necessary to alter the planned programme to remain safe and interesting. In such cases, we will sign off as much of the course as possible in your logbook and will offer future dates for you to return to complete your course. Additional days will be charged as taken.

MISCONDUCT

You understand that the Senior Instructor of the day may exclude anyone from a particular session and evict anyone from the premises who refuses to comply with these Registration Terms or who misconducts themselves in any way or who causes damage or annoyance to other persons.

DATA PROTECTION

The information given by you on this form will be used by us to process your registration and for attending to you whilst you are at BLYM. We shall also include your name and address on our mailing list. If you do not want to receive our newsletters and details of our promotions please tick the appropriate box on the booking form.

PHOTOGRAPHY

BLYM may take photographs and video footage of those taking part in any BLYM activity and may use and/or store this media for coaching and /or promotional purposes. If you object to the use of these images please tick the appropriate box on the booking form.

INSURANCE

Our Insurance Company has asked us to make you aware of the following:

“RYA/NSSA Instructors, NSSA Sailing Masters, RYA Senior Instructors or RYA Coaches do not accept responsibility for any loss, damage or injury suffered by persons and/or their property arising out of or during the course of their activities whilst training and/or coaching and/or instructing unless such injury loss or damage was caused by, or resulted from negligence or a deliberate act.”

Participants please note that BLYM does not provide insurance cover for personal accident, nor for loss or damage to personal property.





Bury Lake Young Mariners

Membership Information

Those taking courses at BLYM will be either a full family or personal member, or will have paid the non-members price for the course which gives you to three months temporary membership.

BLYM is a voluntary organisation with charitable status. We are dedicated to the development of young people through the medium of sailing. Over 3,500 young people make use of our facilities each year, as well as many adults who share our aims and ambitions.

Full members may bring guests for up to three visits on payment of a day membership fee, or to any Wednesday afternoon Splash Club session. Temporary members may bring guests only to Splash Club on Wednesday afternoons.

General Sailing Sessions. Sailing sessions for competent sailors (RYA level 2 adults Stage 3 & 4 juniors) If you wish to check boat availability before travelling please call 01923 772015. General sailing is available at the following times:

- **School Easter, Whitsun, Summer and October Half Term Holidays** - Monday-Friday 10.00-15.00 each day. Cost £3.00 (under-18) £6.00 (adult).
- **Saturdays and Bank Holidays** - Every Saturday until the end of November. Two sessions each day, 09.00-13.00 and 13.00-17.00. Cost each session £3.00 (under-18), £6.00 (adult).
- **Wednesday Evening – Splash Club** April to September 16.30 until 19.00. Cost £2.50 per sailor.

Guests will be required to pay an additional day membership fee.

Membership and Emergency Contact Details Anyone who attends a General Sailing session must be a Member of BLYM and full details and Emergency Contact information must be recorded on their membership profile. Those under 12 then must be accompanied by a responsible adult for General Sailing sessions who must stay on the premises all the time you are with us at BLYM.

Signing In On Arrival On arrival at BLYM you must report to the Duty Warden who will help you choose a boat, sign on at the galley and pay your fee. Remember to bring your RYA log book as the Warden may need to see this. You will be expected to rig your boat, get it on the water and then have it checked by the Warden before you leave the jetty and go sailing. Coaching is not provided at general sailing sessions, and you will be expected to be fairly self sufficient, but volunteers are available to help you if needed.

Safety Cover The Duty Warden is responsible for safety, and therefore has the final say in who can sail, and in what boat. The Duty Warden has to manage the whole fleet, and therefore needs to be sure that no-one attempts to sail in a boat or conditions beyond their abilities. Safety cover is always provided by our rescue boats, and we can give you some assistance if you need it. However, we do not provide intensive instruction during general sailing sessions, so please make sure that you are capable of sailing your boat in the prevailing conditions.

Going Home - Before leaving you must stow your boat and gear correctly and sign out, letting the warden know that you are leaving.

Those who have taken out Temporary Membership are able, prior to its expiry, to upgrade to full membership on payment of the difference in fee by signing into their website account, and following the steps to renew once the three months has expired.



Bury Lake Young Mariners
Registered Charity: 1102162 ~ Registered Company: 4389344
Registered Address: PO BOX 2467, Watford, WD18 1XJ



Bury Lake Young Mariners

Frequently asked questions

What sort of organisation is BLYM?

We are a voluntary charity dedicated to the development of young people through sailing. All the people who help to run BLYM are volunteers who give generously of their time. The organisation is entirely self funding. BLYM has two essential components: an RYA Training Centre, which delivers our course programme, and a Sailing Club providing an activity programme for members.

What does BLYM offer?

BLYM has a fleet of 100 boats for members to use, and runs a full activity programme throughout the year. We sail on Bury Lake, and from time to time organise expeditions to bigger waters.

Why do I need to be a member?

BLYM is not a commercial organisation, so all participants need to join as a member. We offer annual membership to families and individual adults, temporary membership (normally 3 months) for those taking our courses, and daily membership for occasional guests of full members. Full members may bring guests for up to three visits; temporary members may not bring guests.

We also offer group membership for schools, Scout and Guide groups, and other youth organisations. Everyone who sails at BLYM needs to be covered by one of these forms of membership.

Why doesn't BLYM offer annual membership to individual young people?

The nature of our activities require an element of parental responsibility to ensure that young people fully understand the need to take part in a safe and well prepared way. We offer a 3-month temporary membership to individual young people to take part in our courses and to encourage them to sail afterwards. At the end of the 3-month period we ask that a Family Membership is taken out.

How do I extend my membership at the end of the temporary period?

Simply complete a membership form and forward this to our membership secretary (or hand it in at BLYM). If you do this before the expiry of your temporary membership you may deduct your previously paid temporary membership fee from the annual subscription.

Am I insured?

BLYM has third party liability insurance for the club and its officers, and the boats and equipment are covered for loss or damage. BLYM does not (and cannot) provide insurance cover for personal accident and property, this must be taken out by the individual if required.

Our insurance company requires us to draw to your attention the following statement: *"BLYM officers, RYA Instructors, RYA Senior Instructors and RYA Coaches do not accept responsibility for any loss, damage or injury suffered by person and/or their property arising out of and during the course of their activities whilst supervising and/or training and/or coaching and/or instructing unless such injury, loss or damage was caused by or resulted from negligence or deliberate act."*

How can temporary members sail at BLYM after their course?

BLYM opens for temporary and full members' general sailing on:

- Saturdays (March-November), two sessions, 09.00-13.00 and 13.00-17.00
- Wednesday afternoons (April-October), 16.30-dusk
- School holiday weekdays, subject to availability, 10.00-15.00

To take part you will need to be competent to rig, launch and sail your boat in the prevailing conditions. Younger members may need some help from parents to do the heavier aspects of this.





To sail independently we would expect you to be of a **minimum standard of RYA Level 2 (adults) or RYA Start Sailing 3/4 (juniors)**. We charge a small fee for general sailing sessions.

Can any member take part in general sailing sessions?

As long as you are competent to sail, yes. Those under 12 we require a parent or responsible adult to remain on site throughout the session to provide help and support if needed.

Is there Safety Cover?

The Duty Warden is responsible for safety, and has the final say on who can sail, and in what boat. The Warden has to manage the whole fleet, and needs to be sure that no-one attempts to sail in a boat or conditions beyond their abilities. Safety cover is always provided by our rescue boat and we can give you some assistance. However, we do not provide instruction during general sailing sessions, so make sure you are capable of sailing your boat in the prevailing conditions.

How do I book?

Just turn up at the times above or phone ahead (01923 772015) if you want to check availability or conditions. On arrival, report to the Duty Warden who will allocate you a boat, register at the galley and pay your fee. The Warden is responsible for management of the water and is primarily concerned with safety and will need to assess your ability to sail. So remember to bring your Temporary Membership form if you are not a Full Member and your RYA Log Book.

What if I need help?

General sailing sessions are designed to encourage novice sailors to gain more experience. Help is on hand if you should need it (don't be afraid to ask!). But we expect you to be able to do most things for yourself and we do not provide intensive instruction at general sailing sessions – that's what the courses are for. Parents or carers of young children may need to help their children with the heavier elements of rigging and launching; please get it checked if you are unsure.

What do I do at the end of a general sailing session?

Please take your boat off the water, de-rig it, and put all the equipment away. Remember to sign out at the galley before you leave. You can get the session signed off in your RYA Log Book if you ask at the galley.

And if I have other questions?

Contact details for the club officers can be found at www.blym.org.uk > Contacts. The club house can be contacted on 01923 772015.

