



RICHMOND YACHT CLUB

Richmond Yacht Club Clinic and Outside Coaching Policy

[Approved by RYC Board of Directors March 28, 2023]

Section 1.0 Definition

A Clinic is defined as instructional sailing activity which does not fall under the umbrella of the Richmond Yacht Club sponsored programs, including Sunday Junior Program, High School Sailing, organized courses, or Summer Camps.

Section 2.0 Philosophy of Purpose

Richmond Yacht Club is committed to supporting the education and activity of sailing development. To the extent that Richmond Yacht Club does not have the capability or desire to conduct the requested educational activity, clinics and private lessons or coaching will be allowed by Richmond Yacht Club if the requirements identified below in Sections 3, 4 and 5 are met.

This section refers to instructional activities involving multiple boats for a group of people with a common focus.

Section 3.1 Responsible Party

Clinic requests must be made via email to the Richmond Yacht Club Waterfront Director, who will vet the request. In most instances a Richmond Yacht Club member over the age of 18 will be identified as point person. This person will be responsible for the operation of the clinic and will be the contact person for all matters related to the clinic. Clinic requests must be made a minimum of 2 weeks prior to the event. It is recommended that for larger events longer lead times be given to assure the approval of the impacted committees.

Section 3.2 Funding and Operational Expenses

The clinic request must contain a detailed Budget. Richmond Yacht Club will charge fees for usage of equipment, facilities and/or administration costs. All funding and expenses must be received and paid through the Richmond Yacht Club. All funding must be received before the commencement of the clinic.

Section 3.3 Support Boats

When Richmond Yacht Club support boats are used, use of the support boats must adhere to current Richmond Yacht Club policies, and arrangements must be made in advance to avoid conflicts with other boat users. All drivers of Richmond Yacht Club support boats must be Richmond Yacht Club members on the Approved Driver List or employees, unless specifically approved by a flag officer in advance; this approval includes but is not limited to a signed Boat Use Agreement and proof of insurance. Richmond Yacht Club support boats will be charged out at the current rate.

Boats from other sources may be used by prior arrangement and with proof of insurance.

Section 3.4 Safety

All participants must wear USCG approved personal flotation devices (PFD) and adhere to current Richmond Yacht Club policies and procedures. All participants must sign the standard Richmond Yacht Club Liability Waiver prior to participation.

Section 3.5 Liability Insurance

All paid instructors and coaches, whether or not they are not Richmond Yacht Club members, must provide a certificate of insurance with a minimum of \$1,000,000 in liability coverage naming Richmond Yacht Club as an additional insured. The additional insured endorsement must be attached to the certificate of insurance and must include a Waiver of Subrogation endorsement. If insurance coverage is not provided, or if insurance coverage is not available, then paid instructors and coaches must be employees of Richmond Yacht Club and must be approved by and paid by Richmond Yacht Club.

Liability insurance is not required for unpaid instructors and coaches who are acting as volunteers on behalf of RYC.

Section 3.6 Training Requirements for Youth Clinics

All instructors and coaches of youth participating in the clinic are required to provide documented compliance with California AB 506. The bill requires training in child abuse and neglect identification, training in child abuse and neglect reporting, and background checks. If the clinic is related to US Sailing or the Olympics, SafeSport certification is also required.

Section 3.7 Inclusion of Richmond Yacht Club Members

All Richmond Yacht Club members must be allowed to participate if they meet the entry qualifications of the clinic and pay the clinic fee. Organizers of high level performance clinics are strongly encouraged to include some activities that benefit Richmond Yacht Club members who do not meet the entry qualifications, in order to ensure both Richmond Yacht Club and the participants benefit from holding the clinic at our facility.

Section 3.8 Approval

Final approval is made by the Sailing Advisory Committee. Any other committees that are impacted by the request must also approve the request. For example, the Standing Race Committee must approve the request for equipment usage (buoys, etc.); the House Committee must approve requests for facilities usage; the Harbor Committee must approve requests for trailer and boat storage. Clinic requests must be made far enough in advance to secure these approvals.

Section 4.0 High Level Outside Training Activities

Richmond Yacht Club benefits in many ways from welcoming talented young non-member sailors who wish to use our outstanding venue to train for high level competitions. A written request to conduct these activities using Richmond Yacht Club as a base must be made to the Sailing Advisory Committee and the Board of Directors at least 4 weeks prior to the activity. The request must clearly state the purpose of the training, the reason(s) for performing it from the Richmond Yacht Club facilities, the timeframe of the training, the anticipated number of boats and people (sail and support), and any facilities that will be used. The Sailing Advisory Committee and Board of Directors reserve the right to deny the request for any reason, as well as to charge a fee to cover financial impacts to the club. Insurance is required as described in Section 3.5.

Section 5.0 Private Lessons and Outside Coaching

Private lessons and outside coaching of Richmond Yacht Club members are permitted subject to the requirements of Sections 3.4, 3.5, and 3.6 and additional requirements detailed below.

- If all participants, including instructors/coaches, are members of Richmond Yacht Club, AND only member-owned vessels are utilized, no notification is required; however, Section 3.5 insurance requirements must be met, and all vessels must be registered with the Harbormaster

prior to the instructional activity.

- If a Richmond Yacht Club member using his or her own vessel (registered with the Harbormaster) wishes to engage an instructor or coach who is not a member of Richmond Yacht Club, the member must notify the Waterfront Director at least 1 week prior to the activity. The outside instructor/coach must meet the insurance requirements in Section 3.5. The instructor/coach boat must be registered with the Harbormaster with proof of liability insurance prior to the instructional activity.
- If both sailor and instructor/coach are not members of Richmond Yacht Club, the activity is governed by Section 4.0 High Level Outside Training Activities.
- Richmond Yacht Club owned support boats may not be used for private lessons or outside coaching. Richmond Yacht Club owned sailboats may only be used under an approved Boat Use Agreement, including payment.