



### 2019 SAILING COURSE APPLICATION FORM (EVERY SECTION MUST BE COMPLETED)

Childs Name:			
Parents email address:			
Parents name:		DO NOT OMIT - Date of Birth:**	
Sailing level achieved:		BSC current member: YES / NO	
Mobile and Home Phone:			
Home Address:			

**\*\*SAILORS MUST BE AGED 10 YEARS OR OVER BY 31/10/2019 TO BE ACCEPTED ON THE COURSE**

Please indicate which course you wish to apply for:	Tick Below as Required:			
	JULY 1st - 19th	AUG 6th - 23rd	Member( €)	Non-Member
<b>Sailing Levels:</b>				
1: Start Sailing			370	420
2. Basic Skills			370	420
3. Improving Skills (you should try to have your own boat at this level).			370	420
4. Advanced I: Boat Handling (must be completed before other level 4 courses).			370	420
4. Advanced II: With K&W experience <i>if boats available</i>			370	420
4 Go Racing: Racing experience for sailors who have had regular and additional sailing experience during the year.			370	420
4. Adventure: Min Age 15 : for sailors who have had regular and additional sailing experience during the year.			370	420

(Payment Methods - Cheque/Cash or online payment available via website with membership number)

<b>Boat Type: PLEASE NOTE - SAIL NUMBERS ARE REQUIRED THIS SUMMER</b>			
<i>(If using aTOPAZ: A Jib and Sail Number is Required)</i>			

**\*\*\* This section contains critical details\*\***

**Each sailor must have their own boat -**  
(If on Level 1 or 2, you can **share** a double-handed boat with someone doing the same level).

No Boat means you **CANNOT** sail on the course and there is **NO REFUND of course fee** if you arrive without

All boats on the course must have **adequate insurance** with min 3rd party cover of 2 million euro.

I confirm that I have valid and adequate insurance as outlined above

Make sure your boat, its parts and its cover and trolley **ARE CLEARLY LABELLED** with your name!

If you do not have a boat we have **a limited supply** for renting for level 1 and 2 only, max 1 per family.  
Please contact directly Sheila O'Sullivan (number below)

**Parental Consent**

I accept that no liability is attached to Baltimore Sailing Club, it's members or servants for any loss or damage to property or injury sustained by any cadet enrolled for tuition and that the Club will not accept liability for damage to dinghies on the sailing courses. I have read and accept the above and confirm that any boat used on the courses has insurance cover.

**Cancellation Policy**

Cancellations for the courses prior to the 1st April will be given 60% refund of the total course fee. Thereafter NO REFUND will apply except in the event of medically certified case whereupon 50% refund of course fee will apply.

**Checklick**

Irish Sailing training, evaluation and certification is managed through "Checklick", an online passport system. Does your child have an Irish Sailing passport set up already?

YES  NO  (Please indicate)

By booking on this course you agree to BSC sharing your details on the "Checklick" platform and with Irish Sailing.

(Payment Methods - Cheque/Cash or online payment available via website with membership number)

Please indicate your payment preference (do not send cash in the post)

	Amount	Enclosed or paid (please tick)
<b>Online via website</b>		
<b>Cheque enclosed</b>		
<b>Cash</b>		

**Data / Privacy**

We keep your data private and share only with third parties that make this service possible.

I confirm all above details are accurate and correct

**PARENT/GUARDIAN SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

Please PRINT ALL FIVE PAGES, COMPLETE IN FULL and return by mail to Sheila O'Sullivan at the address below

Sheila O'Sullivan, The Cove, Baltimore, Co Cork  
Phone No. 086 869 9628  
Email address - courses@baltimoresailingclub.ie

## Junior Sailing Course Emergency Medical Form

Participant Name		Date of Birth	
Sailing Level			
Allergies (incl food Allergies)			
Special Conditions			
Medications child is on			
Family Doctor		Family Doctor Tel No:	

In the event of an accident or injury to myself, my spouse or any child of mine (specifically including any child named above as a Participant) or in the event of myself, my spouse or any child of mine while in, or about the premises of Baltimore Sailing Club or while participating in any activity sponsored by or under the auspices of Baltimore Sailing Club under circumstances where I am physically unable to consent or am not present.

1. I hereby voluntarily consent to the furnishing of myself, my spouse or any said child to such medical care, attention, treatment by any hospital, Doctor or as such hospital Doctor or Doctors may deem necessary or advisable.

2. I authorise any officer or member of the Baltimore Sailing Club to consent to such medical attention or treatment.

3. I agree to pay the cost of such medical care, attention or treatment and to indemnify and hold free and harmless of and from any and all liability for such cost the Baltimore Sailing Club and its officers and members thereof.

The undersigned do hereby authorise and consent to any x-ray examination, anaesthetic, medical or surgical diagnosis or procedure rendered under the general or specific supervision of any member of the medical staff or of a dentist licensed under the provisions of the State Education Law and /or Public Health Law of the State and on the staff of any hospital holding a current operating certificate by the State Department of Health. It is understood that this authorisation is given in advance of any specific diagnosis, treatment or hospital care being required, but it is given to provide authority and power to render care, which the aforementioned Doctor in the exercise of his best judgment may deem advisable. It is understood that effort shall be made to contact the undersigned prior to rendering treatment to the patient, but that any of the above treatment will not be withheld if the undersigned cannot be reached.

**PLEASE SIGN AFTER THE FOLLOWING SECTION ON ANTI-BULLYING.**

### ANTI BULLYING POLICY

While the Sailing Club recognise that bullying occurs in many aspects of life, affecting adults as well as children, and can be associated with other types of unacceptable behaviour, the emphasis of this policy extends primarily to the bullying of children, and to the emotional impact on them whether they are bullied or bullying and/or the bullying of employees whether voluntary or in paid employment. It is not specifically concerned therefore with other aspects of behaviour except insofar as they relate to promoting, supporting and implementing an anti-bullying ethos.

Why is it important to respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. This club has a responsibility to respond promptly and effectively to issues of bullying.

#### **Statement of Intent**

Every member and employee has the right to enjoy a caring and secure environment free from any form of harassment from fellow members or from fellow employees or from significant others in authority in the club. The committees of Baltimore Sailing Club are committed to providing a caring, friendly, safe environment for all members and employees so that they can participate in the sport within a secure atmosphere. Bullying of any kind is unacceptable at our club and if bullying does occur, all members or their parents should be in a position to identify such behaviour of the symptoms resulting from such behaviour and alert the person responsible for

implementing this policy, be assured that incidents will be dealt with promptly, effectively and in the interests of all concerned.

### **Permission to tell approach**

The Club thus promotes the reporting by anyone who becomes aware that bullying has happened and indeed, expects its members to report such behaviour as a matter of urgency, to an appropriate person in authority.

### **Aims of this policy**

This policy will aim to both promote and understanding of what bullying is, how it's effects manifest themselves in its victims and to provide a framework and process whereby incidents of bullying can be dealt with promptly, fairly and without prejudice to any member or employee.

### **Definition of Bullying**

Bullying may be broadly defined as "the repeated use of power by one or more persons intentionally to harm or adversely affect the rights and needs of another". Thus it is any repeated verbal, psychological or physical aggression conducted by an individual or group against another individual or group.

### **So, how does this manifest itself in reality?**

Bullying is the use of aggression with the intention of hurting another person. Bullying results in pain and distress to the victim. Bullying can be:

- Social/Emotional: being unfriendly excluding (emotionally and physically) sending hurtful text messages, tormenting, (e.g. hiding clothing, threatening gestures).
- Physical pushing, kicking, hitting, punching or nay use of violence.
- Intimidation - paying dirty tricks, defacing/damaging property, physical gestures or stances.
- Damaging property or possessions or hiding or taking belongings.
- Racist racial taunts, graffiti, gestures
- Sexual unwanted physical contact or sexually abusive comments.
- Homophobic because of, or focusing on the issue of sexuality.
- Verbal name calling, sarcasm, spreading rumours, teasing, insulting negative comments.
- Inappropriate use of mobile phones.

### **Symptoms of a person being bullied**

- Irrational and sudden expressions of fear or irrational changes in attitude towards a previously enjoyable pursuit.
- Making excuses to avoid being in the company of the bully e.g. develop headaches/stomach aches or other excuses to avoid participation.
- Withdrawn behaviour or unexplained mood changes.
- Comes home with clothes or equipment damaged or "missing".
- Asks for money for improbably reasons or starts stealing money (to pay the bully).

### **More Extreme Symptoms**

- Sudden stammering in particular when approaching a time when re-engagement with the problem is imminent.
- Becoming distressed, stopping eating, bedwetting.
- Displaying visible signs of high anxiety and unwilling to talk about what is wrong.
- Crying at night and /or nightmares.
- Suddenly starts bullying other children or siblings.

Note - these signs and behaviours may indicate other problems, but bullying should be considered a possibility and should be investigated.

### **Procedures**

Incidents reported and involving one or more child bullying one ore more children.

In most cases such incidents will either be reported by a child to his/her parent/guardian or will be noticed by a trainer/coach. If the bullying is reported by a parent to the Club, the parents of the

perpetrator should be notified immediately and offered the opportunity to discuss the issue with either trainer/coach or committee member responsible for the implementation of the policy.

The parents/guardian of the perpetrator should be first offered an opportunity to get the bully to see the situation from the victim's point of view.

The trainer/coach should advise the committee to which he/she reports and remain aware of the situation and monitor progress or regression.

Should the parent/guardian decline the opportunity or deny the allegation, the Club should immediately set up a small sub-committee (comprising some of: Child Liaison Officer, Junior organiser Secretary, Committee Members) and provide an opportunity for both parties to separately present their point of view, interview any witnesses and attempt to ascertain the facts. The Club will then arrange follow up meetings with both parties to present probable cause and effect and advice on ensuring any bullying stops.

If the incident is not resolved at relevant committee level, the problem will be escalated up to senior committee level to which a written report should be submitted by both parties to the bullying incident and a report from the sub committee which initially investigated the matter.

The parents of both parties will have the right to be present at any subsequent investigate procedures by the main committee.

#### Incidents reported and involving one or more child being bullied by one or more adults

In most cases such incidents will be reported by a child to his/her parent/guardian.

The bullying incident should be reported to a member of the junior committee responsible for the area wherein the alleged perpetrator is operating. The person reporting the incident should be asked to prepare a brief written statement concerning the details of the incident(s).

The person who is in receipt of such report must present the matter to both the Child Liaison Officer and Junior Organiser.

Both Child Liaison Officer and Junior Organiser will decide on the relevant course of action i.e.

- (a) A quiet word with the alleged perpetrator to make them aware of the situation and the distress their action has caused to the child.
- (b) Establishment of a small panel comprising some or all of: Child Liaison Officer, Junior Organiser, Secretary and/or members of the committee. A discussion with both parents and alleged perpetrator with the aim of identifying potential problems and agreeing an avenue for conciliation and ending the issue.
- (c) For very serious allegations involving possible breaches of the law, the Child Welfare and Junior Organiser should make the Commodore aware of the situation immediately and a decision on whether to take the matter to external authorities (Gardai) should be made expeditiously.

#### **Actions to be taken following findings of bullying incidents by members**

The primary recourse for minor incidents will be to offer reconciliation and perhaps an offer of a genuine apology to solve the problem.

For serious incidents involving possible breaches of criminal law, the matter will be handed over to the civil authorities.

**PARENT/GUARDIAN (PRINT NAME)** \_\_\_\_\_

**PARENT/GUARDIAN (SIGN NAME)** \_\_\_\_\_

**CONTACT TELEPHONE NUMBERS** \_\_\_\_\_