Waterford Harbour Sailing Club Policy No:

Policy 002.03

Policy Title: Club Dinghy Usage Policy

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Effective Date: 28/05/23

Revision History

Revision 01

New

Revision 02

Updating to new document layout and numbering system

Revision 03

Updating document due to new Committee Members

Reference Documentation

SOP WHSC 001 "Documents list and control process"

SOP WHSC 002 "Safety Statement and Operations Manual"

POLICY 005 "Members Code of Conduct Policy"

SOP JS 001 "Junior Sailing Procedure"



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1. PURPOSE

The purpose of this policy is to describe the process for the use of Club dinghies. The rental policy is to facilitate those entering or trying out the sport. It is not intended to facilitate long term or repetitive rental.

2. INTRODUCTION

WHSC has a limited fleet of dinghies available to members for use in club organized activities. The purpose of the fleet is to facilitate the participation of our members in sailing. Whilst every effort is made to facilitate members and have boats in the best possible working order, members must accept this is not a commercial service and your cooperation is required to maintain boats in a safe and fit for purpose fashion.

3. SCOPE

This policy applies to all fully paid club members and club equipment.

4. RESPONSIBILITIES

4.1 Sailing Secretary

- To ensure that this policy is reviewed annually and updated as necessary.
- To ensure that club dinghies are maintained appropriately
- To ensure a process is in place for the rental of club dinghies

4.2 Junior Organiser

- To allocate dinghies for the junior and adult courses.
- To ensure club dinghies are maintained appropriately during courses
- To ensure any damage / issues are highlighted immediately and reported to the Sailing Secretary

5. SPECIFIC PROCEDURE

5.1 Rental Terms and Conditions

Club boat rental is subject to the following terms and conditions.

- Club dinghies are only available for rent to paid up members.
- Members must have respect for and take due care of all club equipment.
- Club dinghies are only available for club organised activities, (e.g.sailing courses, lessons, club outings, and club racing). These are supervised on and off the water and sailors must remain under the supervision of the organisers. Boats may be taken outside these times only with permission of the club's committee.
- A member who rents a club boat does so at their own risk.
- Complete Appendix 1 Damage Deposit Pledge before taking the boat.



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 Rigging of club boats is entirely the responsibility of the member taking the boat.

- Boats must be signed out at the start of and signed back in at the end of the rental period, with either the Senior Instructor (SI), Junior Organiser (JO), or the designated person on the day.
 Signing back in MUST be with the same person who signed it out.
- The renter is fully responsible for any damage or loss to the boat whilst
 in their care, with the exception of normal wear and tear which will be repaired
 by the club. It is advised that the renter note and report any damage to the SI,
 the JO, or the designated person prior to taking the boat out. Failure to report
 will result in the boat renter being liable for the cost of the full repair.
- All damage must be reported to the SI, the JO, or the designated person on the day it occurred, immediately on arrival back to shore. Renters must appreciate that unreported damage may result in their own safety and the safety of subsequent renters being put at risk.
- Where the responsibility for the cause of damage is disputed, eg a collision on the water, the incident will be heard by a three person committee of competent sailors appointed by the Commodore and which shall apply the rules of racing and/or ISA guidelines/best practice to adjudicate on the incident. This committee's ruling allocation of responsibility will be final and binding.
- Rental priority will be given to a) junior course participants and then to b) new members, new to the sport.
- Rental priority amongst established members will be given to members who
 have not previously rented or have had least use.
- Boats are allocated on a first come first served basis applying club policy. The JO allocates for the Junior Courses, the designated person for other club organised sessions and the Adult Sailing Organiser for adult evening training.
- Junior sailing course participants will be allocated their rental club boat on Monday morning by the SI. They will use this boat for the entire week. Under no circumstances is a sailor to use any other boat, or to take pieces of equipment from any other boat without asking the permission of the SI or the JO.
- Rental rates are posted on the website

5.2 Complete Request

- Complete Appendix 1 "Damage Pledge Deposit for Club Dinghy Users"
- Return to designated person (e.g., JO for junior sailing, adult organiser for adult lessons)

6. FORMS/TEMPLATES TO BE USED

Appendix 1 - Damage Pledge Deposit for Club Dinghy Users



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Appendix 1 Damage Pledge Deposit for Club Dinghy Users

Sailor's Name	Name of Course booked	
Parent's Name		
Mobile No	Date of Course booked	
Email Address		

Conditions of Boat Usage:

A member who rents a club boat is fully responsible for any damage or loss to the boat whilst in their care.

You, the sailor together with your parent, must check the boat over, together with the SI, JO, or designated person, and sign it out on the first day of renting, and on the last day of renting you together with the SI, JO, or designated person must check it over and sign it in.

Any problems or damage identified must be shown to SI, JO, or designated person and noted in the sign out/in book. A damage pledge deposit, of €200 per sailor is required.

If damage occurs to the boat at any time during the course period you must report it and show it to the SI, JO, or designated person as soon as you come off the water, or if damage occurs on shore report it immediately to the SI, JO, or designated person. This is of the utmost importance to enable the club to rectify problems and make repairs to keep the boat seaworthy and safe for your use.

At commencement of course a specific boat with an identifying number will be allocated to you for the duration of the course. Under no circumstances must you use any other boat or take equipment from another boat to the one which you are allocated.

I agree to pledge a €200 damage deposit on commencement of the course, for any damage which may occur to the club boat which is allocated to me and my son/daughter, during the specified course time.

I agree that the monies for the repair to the boat and/or replacement parts can be taken from my damage pledge. *IunderstandthatnomonieswillbetakenfrommyaccountuntilsuchtimeasdamageoccursandIhavebeennotifiedof such damage.

If the damage pledge does not cover the cost of repair or replacement part, I undertake to pay all related cost in full.

We confirm that we have read, understood, and agree with the terms of this policy (ref. *Policy 005 Club Dinghy Usage Policy*)

Boat Class (e.g. oppy, 420, topper)	Course Commencement Date	From: To:
Signed by Sailor	Signed and Dated by Parent / Guardian	

I have read and understood and agree with the club dinghy rental policy and above conditions of boat usage and I agree to pledge a €200 damage deposit on commencement of the rental period for the duration of the rental period.

Debit or Cred	lit Card - V	isa/Mast	ercard/Ar	nex/Lase	r (please c	ircle one)	 	
Expiry/_	-	CCV _						
Signature of	Cardholde	r		-				

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