

AQUEDUCT ROWING CLUB

Policy Manual

March 22, 2009

This manual lists Club rules as determined by the Board of Directors. These rules are binding on all members. To implement additional rules or to change or delete existing rules, talk to any Board member.

1 - Definitions

A. Coach – A person with sufficient experience who has received this designation from the board of directors.

B. Experienced – A member who has demonstrated to a coach, or to another person designated by the board of directors, sufficient ability that in good conditions that member may row alone without endangering himself/herself or Club equipment. It shall remain the individual's own responsibility to ensure that they do not row equipment they are not capable of safely using, or row in conditions or places that could endanger themselves or their boat.

2 – Insurance

All facilities and equipment owned by the Club shall be insured against weather, fire, and vandalism. Equipment owned by members will not be covered by the Club's insurance. The club shall carry appropriate liability insurance.

3 – Usage of Club Equipment

A. Prospective members of the Club may use Club equipment a maximum of three times, and must be under direct supervision of a coach or person designated by the board. All users of Club equipment must be evaluated and approved prior to first use of equipment (sweep and sculling independently) by a coach or person designated by the board.

B. Use of club equipment by non-members or by members of other rowing organizations must be approved by the Club president or president's delegate.

C. The President must approve transport and use of Club equipment at locations away from the boathouse by individual members.

D. Multi-person Sculling Equipment (double, quad): All people in the boat shall have demonstrated proficiency in a single to a Club coach or other person designated by the board of directors, or at least one coach (or other designated person) shall either be in the boat or in a nearby boat from which the coach may supervise.

E. Single Person Equipment: All people shall demonstrate proficiency to a coach, or to another person designated by the board of directors, prior to unsupervised use of a single scull. In general, student members or children (ie, under 18 years age) of family members will not be approved for unsupervised use of equipment.

F. The President must be notified promptly of any damaged equipment.

G. Inexperienced rowers/crews shall not use equipment without supervision by a coach.

4 – New Members

After receipt of dues, an information packet will be sent to each new member. As a minimum the packet will include the Club's Bylaws, this policy manual, a membership list, and a welcoming letter from the Club.

5 - Map of Hazardous Areas

Each person is responsible for his/her own safety while rowing. A map of the river will be kept posted in the boathouse, indicating hazardous areas where Club equipment may not be rowed. Members are advised for their own safety not to row personal equipment in the prohibited areas. Members must adhere to standard maritime navigational rules.

6 – Safety

All people using Club equipment are expected to be competent swimmers. Members are responsible for their own safety while rowing. All members are encouraged to wear visible clothing and to adhere to the applicable guidelines from the USRA. A copy of the most current USRA safety guidelines will be posted in the boathouse. In the interest of avoiding possible dangers while rowing in cold water, the Club-owned singles will not be available for use before May 1, or after October 31, in any year.

7 – Equipment Reservation and Record of Use

A. Equipment may be reserved no more than two weeks in advance. Allow at least one hour between single scull reservations. Members cannot reserve the same type of equipment more than three times in a calendar week. Equipment is available for others to use if not taken out by 15 minutes after the reserved time. If you know in advance that you or your crew will not be using reserved equipment, please update the reservation book so that others may use the equipment.

B. At the time of usage ALL BOATS must be signed-out in the log book with destination indicated, and signed-in upon return to the boathouse.