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September 10, 2018

#### Dear High School Athletes, Parents, and Guardians:

Our students asked us in the summer of 2017 to find an option for our X Boat sailors who were aging out of the program at 16. That fall we found an option that both the Okoboji Yacht Club Sailing School and Okoboji Yacht Club would advocate for, High School Sailing. With a purchase of boats and the availability of a laser for lease, we had the seeds for a program at the high school level. Conversations with well-developed programs, students and school districts provided the Okoboji Sailing Center access to this new opportunity where we would expand youth sailing while driving more community sailing.

We know that programs like this build qualities in our youth beyond competition of sailboat racing. Our staff is focused on building a program that instills a passion for sailing and our greatest natural resource while driving an appreciation for the core values of: discipline, self-esteem, confidence, teamwork, and sportsmanship. Through these qualities, we believe that your athlete can best realize their full potential and develop character traits that will serve them well throughout their lives.

#### High school sailing provides an opportunity to drive a new culture!

Going forward we will now look at Labor Day not as the end of a season but as the start of a new one. A season where summer competitors become teammates, as high school sailing is truly a team sport; one where you collect points together, a sport that focuses on the game and less on the technical aspects of boat prep, and one that focuses on the qualities of how we take a group of athletes and form teams that represent something bigger than the individual. This is where we will focus energy on team play and leadership as students prepare for college and beyond. As parents, you play a crucial role in the success of this program by helping athletes understand this new culture of teamwork. Our greatest efforts as coaches can only be accomplished with your support.

With this in mind, we've compiled some guidelines and policies with the help of successful programs like Wayzata Community Sailing Center and others that we believe will help ensure the smoothest operation of our new program. These procedures should help set expectations for what this fall season holds and how we can all work together to get the most out of it. Even if you are a well-seasoned, racing parent, please take a moment to look through this manual. This is a work in progress and your suggestions and insights on these topics are welcomed and required in making this document responsive to everyone's needs and one of our own.

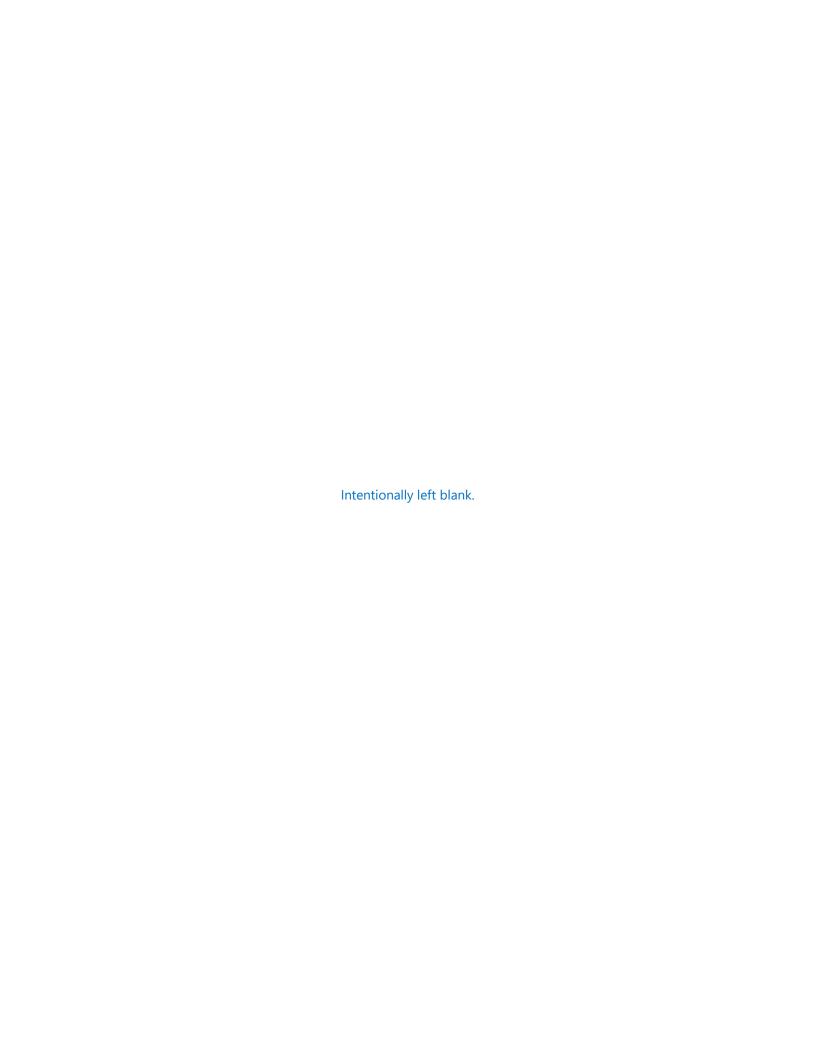
Finally, we feel privileged to be entrusted with the opportunity to coach your child and the rest of the sailors at the Okoboji Sailing Center. Our commitment to you is to do our very best to help your athlete reach his or her full potential on and off the water and to gain the skills that will last a lifetime.

Thank you for supporting our programs and the sport as a whole. We look forward to a successful season.

Sail Fast.

OKOBOJI YACHT CLUB SAILING SCHOOL, INC.

Randy S Gould | Program Director





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#### **OUR PURPOSE**

Okoboji Yacht Club Sailing School, Inc. is an Iowa non-profit with a 501(c)(3) status that supports personal growth by teaching the skills of sailing to people of all ages. We provide services focused on education with facilities that support that training.

The Okoboji Yacht Club Sailing School, Inc. (OYCSS) does business under the trade name of Okoboji Sailing Center (OSC).

#### Vision (WHY):

We believe it's not about the impact we make on a child, it's about the impact that the child will make.

#### Mission (WHAT):

Our impact is made by providing access to an activity that builds confidence and a sense of adventure while teaching critical thinking, problem solving, teamwork, sportsmanship and core academics in the areas STEM and more...

#### Six stated goals of our sailing school are:

- To teach, encourage and promote boating and water safety.
- To build enthusiasm among younger sailors.
- To provide instruction for all levels of sailing ability.
- To teach, promote and require good sportsmanship.
- To encourage regular participation in the OYC racing program.
- To promote valuable regatta experience through participation.

Lifelong sailing for the community, in the community.



#### **PEOPLE TO KNOW**

#### **Contact Information**

www.OkobojiSailingCenter.org
OkobojiSailingCenter@gmail.com

(712) 337-0121

Mailing - P.O. Box 544, Milford, IA 51351

Physical - 1900 Manhattan Blvd, (Wahpeton) Spirit Lake, IA 51360

#### **Director of High Sailing Programming: Randy Gould**

(612) 867-2793, Please defer calls to Office number.

#### **Sailing School Staff**

<u>Brad Farrar</u>, Executive Director, (712) 337-0121 <u>Randy Gould</u>, Program Director, (612) 867-2793

#### Coaching:

Randy Gould Maxine Cumming John Myhre Jane Hopkins Gould

#### 2017 - 2019 Officers

Tom Rierson, ChairmanSheryl Jones, TreasurerBrigid Wilkening, Vice ChairmanBarry Sackett, Secretary

#### **OYCSS Board of Directors**

Rick Berglund **Brad Jones** Tom Rierson Craig Brownlee Scott Kass Christopher J Rierson Steve Carlson: Tom Maser **Barry Sackett** Darren Dotson John Myhre Ned Stockdale Mike Thoreson Bill Nolte Thomas Everist Stuart Gerhold Dale Norton III Judy Thoreson Colin Jensen Doug Palmer Ashley Wagner **Sheryl Jones Brigid Wilkening** Marty Palmer

A special thank you to the late Jeff Farrar and Jerry Huse for all of their guidance over the years to build an incredible institution.

#### **Education Committee**

Marty Palmer, Committee Chair

Committee Members:

Tom Rierson Brigid Wilkening Barry Sackett Sheryl Jones Christopher J Rierson Brad Farrar



#### NOTICE OF NON-DISCRIMINATORY POLICY AS TO STUDENTS

The Okoboji Yacht Club Sailing School admits students of any race, creed, color, sex, sexual orientation, gender identity, national origin, disability, or religion to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, disability, or religion in the administration of its educational policies, scholarship and loan programs, athletic programs, or other school administered programs.

#### **FINANCIAL AID**

Tuition assistance is available and may be extended to those families who apply and meet the financial need requirements established by the OYCSS. Funds are limited. Please inquire for additional information.

• <u>The Bob "Boober" Schneider Scholarship</u>, a need based grant that is applied to athlete's tuition Apply online at: <a href="http://www.okobojisailingcenter.org/scholarship.html">http://www.okobojisailingcenter.org/scholarship.html</a>

Additional programs are being developed to fund equipment costs on both program and personal levels.

#### **DONATION OPPORTUNITIES**

#### **Program Level**

Qualified and Non-Qualified funds are always appreciated. As the program grows at OSC we hope that generosity does too. Please feel free to contact Randy Gould at 612.867.2793 if you have any questions on giving to this 501(c)(3).

#### **Personal Athlete Level**

We are seeking lightly used personal gear/ equipment for our athletes. This could include:

- Competitive style Life jackets
- Foul weather gear such as splash tops and bottoms
- Footgear such as neoprene sailing boots
- Sailing gloves
- Wet and/or dry suits

Equipment allows our athletes to stay safe, stay focused so they can compete in comfort, well as much comfort as you can have when the water is 50 degrees.

Thank you for your consideration.



#### POLICIES AND RECOMMENDATIONS

#### Requirements

Students must bring and wear their own US Coast Guard approved, <u>Type III</u> life jackets at all times when on the water during classes and while rigging on docks. Athletes must be able to swim 50 yards. Footwear, which is water compatible, such as aqua socks, tie-on footwear, or similar wear is required to prevent slipping.

#### Lunches

Students whose class includes a lunch break should bring a sack lunch, which may be kept in the refrigerator at the OYCSS. There will be a microwave available for cooking or heating food. Bag lunches are also available for purchase.

#### **Practice during Non-Sailing Days**

We will make every effort to sail whenever possible. If weather makes it impossible to get out on the water, we will spend time with on land training.

#### **Facilities**

We ask each athlete to respect the facilities during the season. We are fortunate to have a day, warm, and safe place to get out of the elements when needed. We expect that grounds, class areas, toilet room, kitchen areas are always left in better condition than when we arrived.

#### **Equipment**

Replacement of equipment is hard and our expectation is that we put it away as we found it while reporting any required maintenance to keep boats sailing and having the most athletes on the water as we can at a time. This approach will keep it the program fun, safe, and competitive for each team and individual. Damage beyond standard wear and tear or loss of equipment assigned will be billed to the team/athlete so let's keep gear in good condition and inform us when equipment needs attention.

#### **Coach Boats**

On occasion we use the coach boats as a platform for transfer and instruction. All athletes will be mindful of the conditions and safety requirements needed while coaches manage practice and regatta events.

#### Recommended links for ISSA / MISSA information

#### **ISSA**

OVERVIEW: <a href="https://hssailing.org/about/overview">https://hssailing.org/about/overview</a>
 DISTRICTS: <a href="https://hssailing.org/districts">https://hssailing.org/districts</a>

PROCEDURAL RULES: <a href="https://hssailing.org/resources/procedural-rules/">https://hssailing.org/resources/procedural-rules/</a>

START A TEAM: <a href="https://hssailing.org/documents/Start-A-Team-12-2017.pdf">https://hssailing.org/documents/Start-A-Team-12-2017.pdf</a>

#### MISSA

RULES: <a href="https://missa.hssailing.org/index.php?/about/missa-rules">https://missa.hssailing.org/index.php?/about/missa-rules</a>
 SCHEDULE: <a href="https://missa.hssailing.org/schedule/2018/2019/missa-s">https://missa.hssailing.org/schedule/2018/2019/missa-s</a>

REGISTRATION: <a href="https://registration.hssailing.org/">https://registration.hssailing.org/</a>



#### **HOW WE ARE ORGANIZED**

The Okoboji Sailing Center (OSC) is the over-arching entity that has a unique relationship with each high schools as represented by our regional program Bluewater Lake Area Sailing Teams (BLAST). OSC provides administration, organization, coaching, facilities and equipment for the following high school programs:

#### **Clear Lake High School (CLHS):**

The sailing team is a partnership between Clear Lake Community Schools and the OSC. Sailing is recognized as a club sport during the fall. Students are expected and required to follow all CLHS athletic policies in addition to OSC policies.



#### **Dakota Valley High School (DVHS):**

The sailing team is a partnership between DVHS and the OSC. Sailing is recognized as a club sport during the fall. Students are expected and required to follow all DVHS athletic policies in addition to OSC policies.



#### **Lincoln High School (LHS):**

The sailing team is a partnership between LHS and the OSC. Sailing is recognized as a club sport during the fall. Students are expected and required to follow all LHS athletic policies in addition to OSC policies.



#### Okoboji High School (OHS):

The sailing team is a partnership between Okoboji Community Schools and the OSC. Sailing is recognized as a club sport during the fall and spring Students are expected and required to follow all OHS athletic policies in addition to OSC policies.



#### Spirit Lake High School (SLHS):

The sailing team is a partnership between Spirit Lake Community Schools and the OSC. The sailing team is recognized by the school as a club sport during the fall and spring. Students are expected and required to follow all SLHS athletic policies in addition to OSC policies.



#### **Independent Sailors:**

These students may be from schools without an officially formed team, new teams, or from a school with too few sailors to form an official team. Please contact us directly to register. We'll need to create a school for you.

#### Middle School Sailors

It's your time to get involved! We are incorporating athletes for all applicable Tier 3 events Fall 2019 in practice sessions and where available for conference events. Competition at this level is typically limited for our 7<sup>th</sup> and 8<sup>th</sup> graders and we will continue to advocate for more participation in the future.



#### **BASIC INFORMATION**

#### Location:

- OSC Facility: 1900 Manhattan Blvd, Spirit Lake, IA 51360
- Drop-off/ Pick-up: Along the south side of at the front entry where sign-in sheets will be made available. All students being picked up will have to be signed for by their Parent/ Guardian.

#### Practice:

- 3:30 PM 6:30 PM on each Tuesday and Thursday and 10:00 AM to 4:30 PM Saturday when not participating in an event.
- Please try to arrive in your base layers changing facilities are available at the OSC Facility
- Some students may need to arrive late due to school release time please arrive as promptly as possible.
- Sailors must check in with the coaching staff for boat and pairing assignments at every practice before rigging.
- The OSC coaching staff will carefully and thoughtfully choose pairing assignments for the benefit of the individual sailor and for the overall group. If sailors would like to make a request, they may do so. Coaches will make the final decisions.
- Wear weather appropriate clothing and a US Coast Guard approved Type III Life Jacket.
- No clothing storage is available on OSC property at this time.
- Practice sessions will generally include a chalk talk at 4:00 PM/10:30 AM and debrief at 6:15 PM / 4:15
   PM. These are integral components of practice and attendance is expected.
- No practice is required (except for lettering fulfillment), but attendance records will be considered when choosing teams for regattas.

#### **Conference High School Events:**

- These events are structured by the organizations in the greater Twin Cities area. Travel is required.
- Open to all ability levels and registered sailors 7<sup>th</sup> 12<sup>th</sup> grade students on a registered school team
- Anyone can sail, but teams are arranged by coaching staff, with the priority being participation of all sailors. True teams will be created first; however, mixed teams (multiple schools) may be made to increase opportunity for Tier 3 events when allowed by the NOR for the event.
- Sailors are required to <u>notify their coach by Tuesday before the event</u> if they plan to participate
- Pairings may not be announced until morning of the event

#### **Non-Conference events:**

- These events are organized by the Midwest Scholastic Sailing Association (MISSA) and travel is require at this time.
- These events are available only to invited sailors chosen from the interest list unless otherwise specified, rules differ on number of schools, as well as eligibility.
- Sailors are chosen by the coaches to represent their school will work with their team's liaison to organize travel, chaperoning, and lodging (if required).

#### **IGLA Conference Tournament**

• OSC <u>may</u> host an area wide event for local schools depending on access to boats. This would include an invite to our represented schools and several programs that have assisted us in getting us this far.



#### **SCHEDULE**

#### Practice schedule (Wednesday and Saturday/Sunday):

•	September 8-9	Clinics	10:00 - 4:30PM	OSC
•	September 13	Practice	3:30-6:30PM	OSC
•	September 14	Home Coming Parade	2:30PM	OHS
•	September 15	Practice	10:00 - 4:30PM	OSC
•	September 18	Practi e	3:30 6:30 PM	OSC
•	September 20	Practice	2·2 (-6:3( DM	OSC
•	September 25	Practice	3:30- ):3( PM	OSC
•	September 27	Practice	6:30	OSC
•	October 2	Practice	3:30-6:30PM	OSC
•	October 4	Practice	3:30-6:30PM	OSC
•	October 13 or 14 (TBD)	Practice	3:30-6:30PM	OSC

We encourage athlet's condition of one s... pere selectly of pro on benefits turn of securious the sport of sailing.

#### Volunteer opportunites:

• September 11 Para de 2:30F VI OH

TBD Team Recruitment Day Your School
 October 13 TBD - Support for the IGLA Championship

October 13 TBD - Support for the IGLA Championship TBD
 October 13 or 14 (TBD) OSC Facilities OSC

 VEST) Conference (ver) Schedule:
 8: IOAM-4:00 IM
 MS (MN)

 9/29
 Conference #3
 8: IOAM-4:00 PM
 LM S (MN)

 10/6
 Conference #4
 8: IOAM-4:00 PM
 SCS (MN)

#### **Local /Open Tier 3 events:**

9/15 MN State Singlehanded MSC Minneapolis, MN
10/27-18 An Johnson W3SS

October 13 D - Support for the IGLA Charterionship

Char pionshin S hedule (FI): 9/22-23 MISSA Cressy\* [Top (3) ISSA Cressy] Holland, MI 9/29-30 MISSA Keelboat\* Chicago, IL [Top (2) ISSA Keelboat Invite] 9/29-30 MISSA Great Oaks\* Columbus, OH [Top (4) ISSA Great Oaks] Pewakee, W Top 4) GL] L MI -28 0/2 -28 Spookytacu est, IL 11/3 Great Lakes nicago, 11/10-11 ACC\*\* Annapolis, MD

11/10-11 Shepard Chicago, IL [No GL teams are allowed]

New Orleans, LA

St. Petersburg, FL

11/17-18

12/8-9

ISSA Great Oaks\*\*

Keelboat Invite\*\*

<sup>\*</sup> Denotes qualifying event

<sup>\*\*</sup> Denotes an event requiring results from \* event to qualify (Championship)



#### LETTERING CRITERIA

Currently, the Okoboji High School has the availability to be eligible for a Varsity Letter.

Each sailor must meet the following criteria\*:

#### 1. Participation

Participate with the sailing team for the entire program year.

#### 2. Regattas Participation:

Sail in at least three (3) regattas per season in MISSA Regattas or district championships.

#### 3. Practice Attendance:

Sailors are expected to attend at least 24 practices. Any practice missed must be verified and excused by the coaching staff. No unexcused absences are allowed. Homework/studying/rest days may not be grounds for missing practice and is left to the discretion of the coaching staff.

#### 4. Coaches Discretion:

Team attitude and sportsmanship, including attendance, work ethic, and other factors will be considered for letter selection.

\* The Okoboji High School Good Conduct Policy and the State Scholarship Rule will apply to students participating in the sailing club.

#### COACHING - IT'S MORE THAN JUST WINNING A REGATTA

Coaches are excited to get on the water and start working with our athletes. We want the parents and students to know that we believe that coaching is an approach to support our athletes to grow in the sport and in life. We will always focus on team without forgetting the individual.



#### **Randy Gould**

OSC Program Director, Coach, and Administration

**Primary Contact** 

OkobojiSailingCenter@gmail.com

O: (712) 337-0121 C: (612) 867.2793



## Maxine Cumming Assistant Coach

### Jane Hopkins Gould



Assistant Coach, Volunteer

## **John Myhre**Assistant Coach - Volunteer

#### H.C. "CAPPY" CAPPER



Visiting Coach

#### **COMMUNICATION POLICY**

#### OSC Communication Pledge

The coaching staff is committed to keeping an open line of communication with the student athletes and their parents/ legal guardians. We will do our best to address concern or questions promptly.

#### Communication Methods

Certain modes of communication work best for certain situations. Please refer to the following list to help us best address your concerns. Please schedule meetings or conferences ahead of time to avoid conflicts with practice, events or other duties. Email or texting should be avoided when concern requires a coaching decision. Face-to-face conversations are the most respectful way to resolve complex issues. Email is a written communication format and is not for items needing an immediate response.

#### • <u>Texting (non-preferred)</u>

Uses: Running late, simple reminders, etc.

#### • Email (non-contentious issues only)

Uses: Non-contentious quick question, volunteering, receiving race documents, confirming regatta signups, etc.

#### • Office Phone + Voicemail + personal conversation (preferred)

Uses: Reporting absences, discussing potentially contentious issues such as pairings, rotations, sailing time, regatta selections, bullying, personality conflicts, etc. Please consider timing and availability, which may require scheduling a time to talk.

#### Coaches' Cell phones

Uses: Regatta communication during event - these are personal numbers, please try to restrict calls to work hours or the office phone.



#### Self-Advocacy

The OSC emphasizes the development of well-rounded athletes capable of voicing their own concerns. Please encourage your student athlete to become a self-advocate by recommending your student communicate their concerns directly to their coach. We welcome parent communication if students are unable to self-advocate, but please, for the benefit of your student athletes' growth, self-advocacy should always be your student's first step toward resolving their concerns. If a student feels uncomfortable talking with their coach, please suggest they try communicating through their team captain for support. Respectful communication is always welcome at the OSC. Athlete to coach communication is valued and encouraged.

#### Chain of Communication

Should an issue not be resolved through self-advocacy or with the help of the team captain, a face-to-face meeting should be scheduled with the Director. Should an issue remain unresolved, an OSC board member will act as a Parent Liaison.

#### **Contact Times**

Please be respectful of the coaching staff schedule. Our staff will respond as soon as possible during our office and business hours. Please be aware that many of our operations during the season are on water or out of town, which may cause delays.

#### Coaching Communication

The OSC coaching staff intend to send out a weekly email providing general updates and pertinent information.

#### **ETHICAL BEHAVIOR POLICY**

We proactively stress making sound decisions upfront versus amending the consequences of poor choices retroactively. Our commitment to reinforcing ethical decision-making gives our sailors the opportunity to develop valuable life-skills. We champion the skills our sailors need to be successful members of their communities now and in the future. Parents, you hold the keys to strengthening your student athletes ethical behavior and thoughtful decision-making by modeling good sportsmanship and standing behind the process used by OSC staff to resolve issues.

#### **Expectations for Sailors**

- Learn and abide by the Racing Rules of Sailing. Promptly take a penalty or retire when you have broken a rule, or file a protest when appropriate.
- Obey event regulations on and off the water, including housing rules.
- Sailors come to all practices and events organized and prepared. Sailors are responsible for their own equipment.
- Honor the sport by respecting all competitors, coaches, volunteers, rules, equipment, race officials, the venue, and housing officials.
- Alcohol and other substances have no place at any youth sailing event.



#### **Expectations for Parents**

- Support the coaches' decisions. The coaches have the best interests of your student athlete and their team at heart.
- Place life lessons, sportsmanship, and fun before winning.
- Emphasize performance goals rather than outcome goals.
- Promote the total sport of sailing, not just racing.
- Honor the sport by respecting all competitors, coaches, volunteers, rules, equipment, race officials, the venue, and housing officials.
- Alcohol and other substances have no place at any youth sailing event.
- Uphold event regulations on and off the water.
- Learn and understand the rules and structure of sailing competition.
- Assist all sailors develop to their fullest potential.
- Expect your sailor to be organized and responsible for his or her own equipment.

#### TEAM AND PAIRING SELECTION

Selection and pairings for events and practices are made at the coach's' discretion. The entire coaching staff puts a significant amount of time and thought into making these decisions. Selections are made in best interest of the entire team. Be advised selections and pairings may ask an individual sailor to make adjustments in order to keep the entire team at its best. The coaches' decisions will be based on a variety of factors including attendance, performance at practice, performance at events, participation in team functions, attitude, sportsmanlike behavior, seniority, and event factors including wind, weather, waves, and current.

#### Team Liaison

Each of our high school teams will be accepting volunteers for a Team Liaison (TL). If multiple volunteers run, the slate will be put to a vote. Each TL must be willing to coordinate travel and coordinate parent support for their students and coaches. If a team does not have a TL - on some level, a parent must step up to arrange travel and uniforms to compete. A team may operate without a TL, but generally is limited in growth, fun, and travel ability.

The TL position is intended to help develop a stronger team atmosphere and team resource. Additional responsibilities may be expected of the TL but will include:

- At the instruction of staff, arrange conference calls/email to coordinate travel
- Assist Team Captain with team gear orders; OSC acquired pinnies for each team to simplify the initial efforts. No other gear will be purchased by OSC at this time.
- Act as their team's "Culture Keeper"
- Participate in MISSA (organizing body) conference calls monthly, this info will be forwarded by OSC
- Recruit team volunteers and housing for OSC events

The responsibility for team selection, event selection, coaching selection, and dispute resolution will remain with OSC/OYCSS and the coaching staff.



#### TRAVELING EVENTS

#### **Planning Process**

- Coaches will check availability from students at practice or electronically
- Coaches will invite intended squad by posting the invited sailors at practice
- Coach's EMAIL team selection, NOR, dates, and fees to the Team Liaison
- The Team Liaison will arrange registration, housing, food, and travel plans relying on coaching staff for guidance while respecting sailor's needs.
- Coaches may need to facilitate additional equipment for event; however, equipment transportation by parents may be necessary.
- Travel Plans should be cleared through the OSC office to ensure they follow OSC's travel policies, confirming plans and share relevant contacts.

#### Chaperones

Parent volunteers are essential to travelling trip and events. They allow our students to travel safely, while allowing coaches to focus on their duties towards competition and support during the event.

#### Responsibility and Differing Views

Chaperones on trips act as representatives on behalf of the OSC and our community's families. Our community is diverse and therefore our parents have a wide range of views on what is acceptable behavior for themselves and their student athletes.

As a chaperone it is important to act as a collective parent and respect the values and desires of all families involved. Please understand that actions or behaviors that are commonplace in your family may not be seen as safe or acceptable in another. These trips are community focused and all families must feel safe with your choices as a chaperone.

Please refer to our ethical behavior policy in addition to this guide. The coaching staff can and should be consulted regularly to both plan and assist with decision making.

#### **Choosing Chaperones**

Chaperones volunteer through their Team Liaison who organizes the travel for the team. In some cases, the flexibility of one volunteer may encourage their selection over another candidate (for example, willingness to stay in housing versus a hotel). This is frequently made on a cost and timing basis for the students. While we encourage additional chaperones, cost sharing is only in place for those *required* to run the trip (for example, extra cars/hotel rooms/etc. necessitated by extra families or parents will not be cost shared by sailors).

#### Chaperone Guidelines

The points listed below will help guide your decision making as a chaperone. These are intended to keep our students safe and respect the wishes of all families.



#### Vehicles and travel

- Chaperones are responsible for driving within the law
- All passengers should ride with seatbelts fastened
- Only chaperones should drive vehicles, regardless of ownership or passengers
- Make sure all sailors have sufficient funds and entry paperwork before leaving
- No intoxicating substances of any kind should be taken before transporting student athletes

#### Lodging

- Setting a lights out time is suggested
- Rooms should be split by gender and remain so throughout the night

#### **Events**

- Transport all sailors to the venue for report time set by coaching staff
- While coaches are responsible for sailors at the venue, you may be asked to assist with morning registration, supervision, medical issues, or lunch.
- A chaperone should be available to report to the venue within 20 minutes in case of emergency.

#### Food

- Facilitate purchase of food for all regular meal times (breakfast, lunch, dinner)
- Respect budgets of sailors and their families when choosing meal locations

#### **Medical Emergencies**

- Contact coaching staff immediately
- Coaching staff will carry medical information and EMTA documents for all students these will not be distributed to chaperones
- Do not make judgement calls allow student's parents, coaching staff, and medical professionals to solve the situation

#### Discipline

- A chaperone's duty is supervision and safety, not enforcement of policies
- All discipline should start as an opportunity for learning
- Any discipline issues should be immediately reported to coaching staff.
- Decisions made on discipline, like punishments or extra supervision, need to be made by the coaching staff.

#### **Travel Expenses**

- Each sailor is responsible for their: registration fee, housing, and food costs.
- During out-of-state travel the coach's gas, tolls, hotel, and airfare will be split evenly among the participating student athletes.
- Coaches' meals will be paid for by the sailing center.
- Parents may be asked to provide cash before travel based on estimated expenses; unused money will be split evenly and refunded.
- Parents may be invoiced following an event, please pay promptly.



#### LOCAL TRAVEL TO EVENTS

#### Local Travel

- Parents are responsible for transportation and supervision before and after conference events/State
   Tournament
- Coaches will do their best to estimate and communicate ending times to students at the event, who will communicate to their rides
- For local events ONLY, athletes who are licensed drivers may provide their own transportation to event with their parent's permission.

#### Trailering to an event

- Coaches will coordinate sailboat towing to events if necessary.
- The team may use class time to load boats onto the trailer.
- Trailer space will be provided on a first come, first serve basis; however, priority will be given to students whose parents are towing to the event and have participated in towing responsibilities.
- Student athletes are responsible for loading and unloading their own boat.
- Students may not tow OSC trailers or equipment.

#### Boat Collision/Breakages

At all practices and events, sailors are expected to treat equipment with the utmost care and respect. No sailor will be allowed to leave practice or a regatta before all equipment, including equipment used by their teammates, is properly put away in its appropriate place. While traveling to other venues, sailors are responsible for leaving borrowed equipment in a better condition than it was when received. If sailors must leave a practice or regatta early and cannot fulfill their responsibilities, they must provide advanced warning and request help from their teammates to fulfill their responsibilities.

All aspects of on the water sailing with the OSC including racing, drills, and free sailing shall be governed by the racing rules of sailing. When two or more boats collide causing damage to any boat, all parties involved shall follow this procedure:

#### 1. Incident Report

The students shall file an incident report in writing. Report must identify parties involved, incident description, time, place, rule party believe was broken, and the name of each party's representative.

#### 2. Hearing

On the day of an incident, an informal hearing mirroring the proceedings of a protest hearing shall be held. The coaches will serve as the protest committee. Their decision will be rendered based on the Racing Rules of Sailing. An attempt to contact all interested parties (including boat owners if privately owned boats are involved) by phone will be made or a written summary of the incident will be sent home with the students involved.

#### 3. Responsibility for equipment

The Director shall represent OSC for boats owned by OSC but not for boats chartered at the time of collision. Any appeals based on the decisions made by the coaches shall be filed first with the Director and if necessary, with the OSC Parent Liaison.



#### 4. Repair Costs

Our staff prepares students well to avoid the mistakes that can cause equipment breakages and losses. The OSC assumes responsibility for the normal maintenance costs of equipment. Student athletes however will be asked to contribute to these costs if excessive or repeated damage/ loss occurs after instruction to prevent such incidents has taken place.

Preventable damage may include but is not limited to; laser upper spars, major collisions, dolly fitting failures, rudder and blade damage or loss, and etc. Parents will be issued a letter explaining the incident, as well as an invoice for the damage, within 72 hours of the incident. Whenever possible, staff will bill for repair over replacement to control costs.

The OSC reserves the right to withhold its equipment or storage space from use by students/families with outstanding damage invoices.

#### WHAT TO BRING TO PRACTICE EACH DAY

- Lifejacket Type III Coast Guard Approved. All life jackets must be in good condition and fit properly.
  Damaged or ill-fitting lifejackets are not safe and will not be allowed to be used. A good fitting life
  jacket should allow for 360 degree rotation of the arms for easy movement at the waist. It also should
  be snug around the body. Definitely avoid jackets that rise above the shoulders to avoid getting caught
  on equipment. These jackets impact comfort and visibility.
- Foul Weather Gear Weather appropriate clothing, such as base layers such as rash guards and thermal
  underwear; neckers, hats, spray tops and bottoms, along with, wet suits, sailing gloves and boots can
  provide a higher level of comfort for your athlete that will result in higher level of focus and better
  performance.
- Non-marking, closed-toed tennis shoes that can get wet
- A change of dry clothes and a towel, there are no shower facilities on site
- A bailer
- Wrist watch with a countdown feature we use 3 minutes typically
- Sunglasses with UV protection are both strongly recommended
- Sunscreen
- Water bottle
- Nourishment



Please contact your Insurance Agent

#### **POTENTIAL COSTS**

Insurance

	Laser	420	
OSC Registration	\$450 (\$390 Early bird)	\$450 each (\$390 Early bird)	
Boat	BYOB Limited leasing, inquire	Included	
ISSA/ MISSA Membership	Included	Included	
Typical Costs of Sail(s) for Competitive Racing	\$550 - \$800	Included	
<ul> <li>Must Have Gear</li> <li>Watch with Countdown Timer</li> <li>Polarized Sunglasses</li> <li>Gloves</li> <li>Foul Weather Gear</li> <li>Bailer</li> </ul>	\$20+ \$15+ \$20 - 45 \$200 - \$800 NA \$0 - \$25		
Regattas	\$20+/ event \$20+ each sailor/ Expenses for Lodging/ Travel/ Etc. split across # of some of the companies of		
Miscellaneous Routine Repairs	Varies	Included	
Damage/ Loss Liability	NA Varies		



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#### **APPENDIX**

- Authorization and Release
- Your High School Policies
- HEADS UP: CDC Concussion in High School Sports



#### AUTHORIZATION AND RELEASE

STUDENT:	
consent to any x-ray, examination, anesthetic supervision of any member of the medical sta related to the lowa Board of Medicine or a d lowa Dental Board and on the staff of any ac Human Services. It is understood that this a treatment, or hospital care being required but the aforementioned physician in the exercise	al guardian of this child, a minor, do hereby authorize and c, medical diagnosis rendered under the general or special aff licensed under the provisions of the lowa Code chapters lentist licensed under the lowa Code that is regulate by the cute general hospital from the State of lowa Department of authorization is give in advance of any specific diagnosis, is given to provide authority and power to render care which of his best judgment may deem advisable. It is understood resigned prior to rendering treatment to the patient, but that ld if the undersigned cannot be reached.
Emergency Contact A:	Phone:
Emergency Contact B:	Phone:
Initials:	
	School, Inc. give absolute right and permission for video foota an Okoboji Yacht Club Sailing School, Inc. event or class to be advertising purposes.
sailing. Therefore, to induce the Okoboji Yac Okoboji Yacht Club Sailing School, Inc., the u harmless and indemnify the Okoboji Yacht Clu directors, employees, and agents from any and or in any manner related to injury to a perso	that an element of risk is involved in all water sports, including the Club Sailing School, Inc. to accept his/her child into the undersigned parent/guardian covenants and agrees to hold b Sailing School, Inc. or the Okoboji Yacht Club, their officers, d all claims, losses, damages, fees and liability growing out of on or damage to any property arising out of or in anywise Yacht Club Sailing School, Inc. or any activities on or the use t Club Sailing School, Inc.
Initials:	
: [ BB ] ( 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	al guardian, do hereby certify the student enrolled can swim vater for one minute, and is comfortable in and around the
28	



#### AUTHORIZATION AND RELEASE

#### Parental Agreement

I/We understand that I/we are responsible for our child's or grandchild's behavior and conduct while at the Okoboji Yacht Club Sailing School, Inc. as stipulated in the attached "Sailing School Agreement" and will see to it that our child adheres to the program rules. I/We agree to assume the obligation for expenses of repair and/or replacement of program equipment that is attributed to our child's reckless or irresponsible behavior and the expense of medical care if our child is injured. I/We agree to make an appointment for a parent/instructor or coach conference if requested.

parent/instructor or coach conference if requested	
Initials:	
all youth sports programs comply with the lowarinformation and guidelines provided by the Cen Students and their parents/legal guardians are	mation ibes to the practices mandated by the State of Iowa that a High School Athletic Association's requirements that atter for Disease Control be distributed for concussion required to acknowledge and sign the "HEADS UP ned. More information is available at on the CDC website
All Okoboji Yacht Club Sailing School, Inc. staff w Sports' training for coaches: https://www.cdc.gov/l	ill complete the CDC's 'Heads Up: Concussion in Youth headsup/highschoolsports/coach.html
If a concussion is suspected, all Okoboji Yacht Club Up four-step action plan': 1. Remove participant from activity immediately 2. Ensure that the participant is evaluated by an ap 3. Inform the participant's parents or guardians 4. Keep the participant out of play	Sailing School, Inc. staff follow the CDC approved 'Head: propriate healthcare professional
Initials:	
Additional attachments that require signatures of t     Sailing School Agreement     "HEADS UP: Concussion in High School Sports"	the student and their parent, parents, or legal guardian: * Fact Sheet
Indicate Agreement	
I agree to all of the above statements.	
Printed Name	Relationship to Student

v1.0, 2018 Page 2

Date

Parent, Parents, or Legal Guardian Signature



#### SAILING SCHOOL AGREEMENT

This Agreement stipulates Okoboji Yacht Club Sailing School, Inc. (OYCSS) expectations of student behavior while attending OYCSS programs and/or during the attendance of OYCSS off-site, sponsored events such as training, regattas, and other sanctioned activities. The OYCSS intends to provide a safe, fun, and exciting educational environment for everyone, which requires respectful conduct. The following is a list of expectations for all students, skippers, and crew, in OYCSS programs.

#### 1. LIFE JACKET:

Students will wear their life jacket at all times when on the dock, in the water, on a motorboat or sailboat. Wet lifejackets are not allowed the building. Clothesline will be provided outside for hanging wet life jackets and equipment.

#### 2. CELL PHONES and SCREENS:

Cell phones will be allowed for checking weather at the beginning of class then they will be silenced and put away. Cell phones are allowed at lunch time. All other 'screens' are not allowed.

#### 3. LANGUAGE:

Inappropriate language and/or inappropriate behavior, on or off the water, will not be tolerated.

#### 4. RESPECT FOR CLASSMATES:

"Bullying" can be physical, verbal or emotional. It consists of name calling, violence, theft, rumors, exclusion, threats, intimidation, put-downs and pranks. Students should all be treated with courtesy and equality regardless of age, gender, race, religion, orientation, size, disability, intelligence, athletic ability or popularity.

#### Sailors are encouraged to:

- Report incidents of bullying to Instructor or Staff.
- Encourage others to treat all students with respect and courtesy.
- Make sailing school a place where everyone feels safe, heard, respected and included.

#### 5. RESPECT FOR INSTRUCTORS:

The OYCSS Instructors shall be treated like teachers. Instructors are here to teach sailing and provide a fun atmosphere. More importantly, the OYCSS Instructors are here to keep everyone safe. Listen when they give instructions.

#### 6. RESPECT FOR PROPERTY:

We are very fortunate to have a beautiful Okoboji Yacht Club facilities. Treat them like they are your home.

#### Disrespect for anyone or property damage will result in the following;

First: A warning and a call to Parent(s)/Legal Guardian.

Second: A call to Parent(s)/Legal Guardian and removal from class for the following 2 days.

STUDENT NAME:	PARENT(S)/LEGAL GUARDIAN:		
(Signature)	(Signature)		
(Date)	(Date)		

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#### A FACT SHEET FOR PARENTS AND STUDENTS

## **HEADS UP: Concussion in High School Sports**

The lowa Legislature passed a new law, effective July 1, 2011, regarding students in grades 7 – 12 who participate in extracurricular interscholastic activities. Please note this important information from lowa Code Section 280.13C, Brain Injury Policies:

- A child must be immediately removed from participation (practice or competition) if his/her coach or a contest official observes signs, symptoms, or behaviors consistent with a concussion or brain injury in an extracurricular interscholastic activity.
- (2) A child may not participate again until a licensed health care provider trained in the evaluation and management of concussions and other brain injuries has evaluated him/her and the student has received written clearance from that person to return to participation.
- (3) Key definitions:
  - "Licensed health care provider" means a physician, physician assistant, chiropractor, advanced registered nurse practitioner, nurse, physical therapist, or athletic trainer licensed by a board.
  - "Extracurricular interscholastic activity" means any extracurricular interscholastic activity, contest, or practice, including sports, dance, or cheerleading.

#### What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head or body. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

## What parents/guardians should do if they think their child has a concussion?

- 1. OBEY THE NEW LAW.
  - a. Keep your child out of participation until s/he is cleared to return by a licensed healthcare provider.
  - b. Seek medical attention right away.
- 2. Teach your child that it's not smart to play with a concussion.
- Tell all of your child's coaches and the student's school nurse about ANY concussion.

#### What are the signs and symptoms of a concussion?

You cannot see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports one or more symptoms of concussion listed below, or if you notice the symptoms yourself, keep your teen out of play and seek medical attention right away.

#### STUDENTS:

If you think you have a concussion:

- Tell your coaches & parents Never ignore a bump or blow to the head, even if you feel fine. Also, tell your coach if you think one of your teammates might have a concussion.
- Get a medical check-up A physician or other licensed health care provider can tell you if you have a concussion, and when it is OK to return to play.
- Give yourself time to heal If you have a concussion, your brain needs time to heal. While your brain is healing, you are much more likely to have another concussion. It is important to rest and not return to play until you get the OK from your health care professional.

#### IT'S BETTER TO MISS ONE CONTEST THAN THE WHOLE SEASON.

#### Signs Reported by Students:

- · Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- •Just not "feeling right" or is "feeling down"

#### PARENTS

How can you help your child prevent a concussion?

Every sport is different, but there are steps your children can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.
- Ensure that they follow their coaches' rules for safety and the rules of the sport.
- · Encourage them to practice good sportsmanship at all times.

#### Signs Observed by Parents or Guardians:

- · Appears dazed or stunned
- ·Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- ·Can't recall events after hit or fall

Information on concussions provided by the Centers for Disease Control and Prevention.

For more information visit: www.cdc.gov/Concussion

IMPORTANT: Students participating in interscholastic athletics, cheerleading and dance; and their parents/guardians; must annually sign the acknowledgement below and return it to their school. Students cannot practice or compete in those activities until this form is signed and returned.						
We have received the information prov	rided on the concussion fac	t sheet titled, "HEADS	UP: Concussion in High School Sports."			
Student's Signature	Date	Student's Printed N	ame			
Parent's/Guardian's Signature	Date	Student's Grade	Student's School			

#### UNA HOJA INFORMATIVA PARA PADRES Y ESTUDIANTES

#### ATENCIÓN: CONMOCIONES CEREBALES EN LOS DEPORTES DE LA ESCULA SECONDARIA

La legislatura de lowa aprobó una nueva ley, efectiva el 1 de julio de 2011, en cuanto a los estudiantes en los grados 7-12 que participan en actividades extracurriculares interscholastic. Tenga en cuenta esta importante información de la sección de código de lowa 280.13 C, las políticas de lesión cerebral:

extracurriculares interscholastic. Tenga en cuenta esta importante información de la sección de código de lowa 280.13 C, las políticas de lesión cerebral (1) Un niño debe quitarse inmediatamente de participación (práctica o competencia) si su entrenador o un estre concurso cial observa signos, sintomas o

comportamientos coherentes con una lesión en una actividad extracumicular interscholastic conmoción cerebral o el cerebro.

(2) Un niño no puede participar de nuevo hasta que un proveedor de atención médica con licencia capacitados en la evaluación y gestión de conmociones y otras lesiones cerebrales le ha evaluado y el estudiante ha recibido la autorización escrita de esa persona para volver a la participación.
(3) Definiciones de claves:

"Proveedor de atención médica con licencia" significa un médico, asistente médico, quiropráctico, advanced practicante de enfermería, enfermera, fisioterapeuta o entrenador deportivo por una Junta. "Actividad extracurricular interscholastic" significa cualquier actividad extracurricular interscholastic, concurso o práctica, incluyendo deportes, baile o animadoras.

#### ¿Qué es una conmoción cerebral?

Una conmoción cerebral es una lesión en el cerebro causada por un golpe o una sacudida en la cabeza o el cuerpo. Inclusoun golpeteo, un zumbido en la cabeza, o lo que parece serun golpe o una sacudida leve puede ser algo grave.

Lo que los padres / tutores deben hacer si creen que su hijo tiene una conmoción cerebral?

- Obedecer a la nueva ley
  - mantener a su hijo de la participación hasta que sean aprobados por un profesional médico con licencia
  - Busque atención médica de inmediato
- Enséñele a su hijo que no es sensato jugar con una conmoción cerebral.
- Aviseles a todos los entrenadores de su hijo y a la enfermera de la escuela sobre cuolquierconmoción cerebral.

#### ¿Cuáles son los signos y síntomas?

La conmoción cerebral no se puede ver. Los signos y sín-tomas de una conmoción cerebral pueden aparecer justodespués de una lesión o puede que no aparezcan o se notensino hasta después de días de ocurrida la lesión. Si su hijoadolescente le informa sobre algúnsintoma de conmocióncerebral de los especificados a continuación, o si usted nota lossignos, no permitaque su hijo juegue y busque atenciónmédica de inmediato.

#### Los estudiantes:

Si usted piensa que tiene una concusión hacer lo siguiente

- Avisale a tus entrenadores y a tus padres. Nunca ignores un golpe o una sacudida en la cabeza, aun cuando te sientas bien. También, avisale a tu entrenador enseguida si crees que has sufrido una conmoción cerebral o le puede haber pasado a uno de tus compañeros.
- Ve al médico para que te examine. Un médico u otro profesional de la salud podrá decirte si sufriste una conmoción cerebral y cuándo estarás listo para volver a jugar.
- Tómate el tiempo suficiente para curarte. Si sufriste una conmoción cerebral, tu cerebro necesitará tiempo para

sanarse. Cuando tu cerebro se está curando, existe una mayor probabilidad de que sufras una segunda conmoción. Las conmociones cerebrales repetidas pueden aumentar el tiempo de recuperación y dañar más el cerebro. Es importante descansar y no volver a jugar hasta que tu profesional de la salud te indique que ya no tienes más síntomas y que puedes reanudar tu actividad deportiva.

#### Síntomas que reporta el atleta:

- Dolor de cabeza o "presión"en la cabeza
- Náuseas o vómitos Problemas de equilibrio omareo
- Visión borrosa o doble •Sensibilidad a la luz y alruido
- Debilidad, confusión, aturdimiento o estadogrogui
- Problemas de concentracióno de memoria Confusión
- No se "siente bien" o sesiente "desganado"

#### Los padres:

¿Cómo puede ayudar a su hijo adolescente paraque evite una conmoción cerebral?

Cada deporte es diferente, pero hay una serie de medidas que suhijo puede tomar para protegerse de las conmociones cerebrales.

- Asegúrese de que use el equipo de protección adecuado para laactividad. El equipo debe ajustarse bien y estar en buen estado, y el jugador debe usarlo correctamente y en todo momento.
- Controle que siga las reglas que imparta el entrenador y las reglas del deporte que practica.
- · Invítelo a mantener el espíritu deportivo en todo momento.

#### Signos que notan los padres o tutores:

- . El atleta luce aturdido o desorientado
- Está confundido en cuanto a su posición o lo que debe hacer
- Olvida las instrucciones.
- No se muestra seguro deljuego, de la puntuación ni de sus adversaries
- Se mueve con torpeza
- ·Responde a las preguntas con lentitud
- Pierde el conocimiento(aunque sea por poco tiempo)
- Muestra cambios de humor, conducta o personalidad
- ·No puede recordar lo ocurridoanteso después de un golpe o una caída

Información sobre las conmociones cerebrales proporcionados por los Centros para el Control y Prevención de Enfermedades. Para obtener más información y solicitar más materiales de formo gratulto, visite: www.cdc.gov/Concussion.

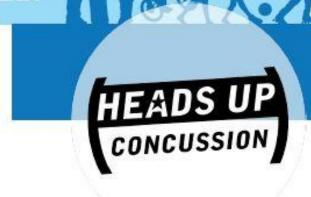
	pretenble	perderse	un ju	ingo i	que :	od a	т,	temporada.
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mportante: Los estudiantes que participan en actividades deportivas interescolares, porristas y danza, y sus padres / tutores, debe firmar el acuse ecibo a continuación y enviarlo a la escuela. Los alumnos no pueden practicar o competir en las actividades de este formulario no ha firmado y levuelto.	de
lemos recibido la información proporcionada en la hoja de una conmoción cerebral, titulado "Atención: Conmoción cerebral en los deportes de ecundaria".	

firma del Estudiante	Fecha	Nombre impreso del estudiante
irma del padre/guardián	Fecha	Escuela del Estudiante

## **CONCUSSION INFORMATION SHEET**

This sheet has information to help protect your children or teens from concussion or other serious brain injury. Use this information at your children's or teens' games and practices to learn how to spot a concussion and what to do if a concussion occurs.



#### WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move quickly back and forth. This fast movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging the brain cells.



#### HOW CAN I SPOT A POSSIBLE CONCUSSION?

Children and teens who show or report one or more of the signs and symptoms listed below—or simply say they just "don't feel right" after a bump, blow, or jolt to the head or body—may have a concussion or other serious brain injury.

#### SIGNS OBSERVED BY PARENTS OR COACHES

- Appears dazed or stunned.
- Forgets an instruction, is confused about an assignment or position, or is unsure of the game, score, or opponent.
- Moves clumsily.
- Answers questions slowly.
- · Loses consciousness (even briefly).
- Shows mood, behavior, or personality changes.
- . Can't recall events prior to or after a hit or fall.

#### SYMPTOMS REPORTED BY CHILDREN AND TEENS

- · Headache or "pressure" in head.
- · Nausea or vomiting.
- Balance problems or dizziness, or double or blurry vision.
- · Bothered by light or noise.
- Feeling sluggish, hazy, foggy, or groggy.
- · Confusion, or concentration or memory problems.
- Just not "feeling right," or "feeling down."

## WHAT ARE SOME MORE SERIOUS DANGER SIGNS TO LOOK OUT FOR?

In rare cases, a dangerous collection of blood (hematoma) may form on the brain after a bump, blow, or jolt to the head or body and can squeeze the brain against the skull. Call 9-1-1 or take your child or teen to the emergency department right away if, after a bump, blow, or jolt to the head or body, he or she has one or more of these danger signs:

- · One pupil larger than the other.
- Drowsiness or inability to wake up.
- · A headache that gets worse and does not go away.
- Slurred speech, weakness, numbness, or decreased coordination.
- Repeated vomiting or nausea, convulsions or seizures (shaking or twitching).
- Unusual behavior, increased confusion, restlessness, or agitation.
- Loss of consciousness (passed out/knocked out). Even a brief loss of consciousness should be taken seriously.

# WHAT SHOULD I DO IF MY CHILD OR TEEN HAS A POSSIBLE CONCUSSION?

As a parent, if you think your child or teen may have a concussion, you should:

- 1. Remove your child or teen from play.
- Keep your child or teen out of play the day of the injury. Your child or teen should be seen by a health care provider and only return to play with permission from a health care provider who is experienced in evaluating for concussion.
- Ask your child's or teen's health care provider for written instructions on helping your child or teen return to school. You can give the instructions to your child's or teen's school nurse and teacher(s) and return-to-play instructions to the coach and/or athletic trainer.

Do not try to judge the severity of the injury yourself. Only a health care provider should assess a child or teen for a possible concussion. Concussion signs and symptoms often show up soon after the injury. But you may not know how serious the concussion is at first, and some symptoms may not show up for hours or days.

The brain needs time to heal after a concussion. A child's or teen's return to school and sports should be a gradual process that is carefully managed and monitored by a health care provider.

## HOW CAN I HELP KEEP MY CHILDREN OR TEENS SAFE?

Sports are a great way for children and teens to stay healthy and can help them do well in school. To help lower your children's or teens' chances of getting a concussion or other serious brain injury, you should:

- · Help create a culture of safety for the team.
  - Work with their coach to teach ways to lower the chances of getting a concussion.
  - Talk with your children or teens about concussion and ask if they have concerns about reporting a concussion. Talk with them about their concerns; emphasize the importance of reporting concussions and taking time to recover from one.
  - Ensure that they follow their coach's rules for safety and the rules of the sport.
  - Tell your children or teens that you expect them to practice good sportsmanship at all times.
- When appropriate for the sport or activity, teach your children or teens that they must wear a helmet to lower the chances of the most serious types of brain or head injury. However, there is no "concussionproof" helmet. So, even with a helmet, it is important for children and teens to avoid hits to the head.





TO LEARN MORE GO TO >> edc.gov/HEADSUP

#### JOIN THE CONVERSATION AT

→ www.facebook.com/CDCHFADSUP

Content Source: CDC's HEADS UP campaign. Customizable HEADS UP fact sheets were made possible through a grant to the CDC Foundation from the National Operating Committee on Standards for Athletic Equipment (NOCSAE).

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#### OKOBOJI YACHT CLUB SAILING SCHOOL

1900 Manhattan Blvd Spirit Lake IA, 51360

> P.O. Box 544 Milford, IA 51351

www.OkobojiSailingCenter.org