



GROUP GUIDELINES

AQVA is pleased to welcome you to our program at the Pointe Claire Yacht Club. Our staff is here to ensure your clients enjoy a safe, pleasant sail at our facilities. In order to provide a secure outing, several guidelines must be followed for the safety of the sailors, staff, and other members of Pointe Claire Yacht Club. Please read the following guidelines and sign below. Should you have any questions, please do not hesitate to ask any AQVA staff for clarification.

We, the staff, appreciate that all sailing groups respect the following guidelines:

1. The total number of sailors and companions cannot surpass eight sailors and four companions unless special arrangements have been made with the AQVA manager.
2. The people going sailing must put their life jacket on before going on the dock. AQVA provides life jackets if necessary.
3. There must be no extra people on the dock, at any time. ONLY the sailor themselves, transfer assistants, and AQVA staff/volunteers may be on the dock. If you are not directly helping with the transfer, or positioning the sailor in the boats, please leave the dock. For a special circumstance, such as taking a photo, please ask AQVA staff when an appropriate time will be. Once extra persons have vacated the dock, an AQVA staff member will advise you of an appropriate time for the photographing.
4. Please have sailors arrive ready to sail: wearing appropriate clothing (they may get wet, and it is often cooler on the water than on land) sunscreen applied, shoes changed etc. If a sailor is using the hoist to get into the boat, please have their sling already in place, if possible. AQVA provides a sling if necessary.
5. AQVA staff asks to complete each Sailor profile and to send it to us at least 48 hours before your visit. This permits for the sailors to have a better experience on the water.
6. All sailors must inform our staff of the safest way of getting them on the dock and off the dock (holding on to someone to walk or pushing someone in a wheelchair, etc). Please do not go on the dock before giving this information to an AQVA staff member to be sure that this procedure is a safe one.
7. Please remind sailors to inform their instructors about all special needs that the sailors require throughout the outing (communication, fatigue).
8. Please be assured that all sailors have signed and read the authorization form before going sailing.

I have read and understood the guidelines above. I will take all the measures necessary to assure that our participants respect the guidelines.

Signature : _____ Date : _____

Witness signature: _____ Date : _____