

# Mullingar Sailing Club

## Course Booking Policy

Revised 28 Feb 2023

### 1 Introduction

Mullingar Sailing Club (MSC) is affiliated to the national sailing body, Irish Sailing, and the club is an authorised training centre for the provision of courses approved and certified by Irish Sailing.

During the sailing season the club normally organises and runs sailing training courses, to which this policy applies as set out below.

For all courses, the committee of Mullingar Sailing Club reserves the right to:

- Limit the number of applicants.
- Accept applications subject to suitability for the course.
- Implement its disciplinary procedure to suspend a student/participant if necessary.

### 2 Cara Na Mara and Junior Courses

#### 2.1 Cara Na Mara

This is a course of awareness and basic skills training for young people aged 6-10 years of age. It is usually run annually, on Monday-Friday during the last week of July. Eligibility for entry:

- Applicants must have an interest in learning to sail.
- Applicants must be members of Mullingar Sailing Club. The course fee includes membership for the remainder of the year.
- Applicants must be aged 6 years or older on the course start date.
- All applicants must be in possession of an adequate, approved buoyancy aid which must be worn at all times while on the water and on the foreshore.#
- Wearing a wetsuit while sailing is also required for each sailor's safety as well as comfort. Sailing during courses without a wetsuit is only permitted with the permission of the instructor in charge.

#### 2.2 Junior Sailing Course

This is a multi-level competency based course for participants aged 11-18 years. It is usually run annually, on Monday-Friday over the first 3 weeks in July.

Eligibility for entry:

- Applicants must have an interest in learning to sail.
- Applicants must be members of Mullingar Sailing Club. The course fee includes membership for the remainder of the year.

- Aged 11 years or older on the course start date.
- Applicants will be expected to: Swim 25m in sailing clothes, tread water for 2 minutes and hold their head underwater for 10 seconds.
- All applicants must be in possession of an adequate, approved buoyancy aid which must be worn at all times while on the water and on the foreshore.
- Wearing a wetsuit while sailing is also required for each sailor's safety as well as comfort. Sailing during courses without a wetsuit is only permitted with the permission of the instructor in charge.
- All "Start Sailing" and "Basic Skills" level applicants (1st and 2nd years of course) must be in possession of a Mirror dinghy or be a nominated crew on another Mirror dinghy.
- All other level applicants must have their own Mirror dinghy.
- Entry to levels 2-4 is subject to successful completion of previous level(s) In case of doubt, applicants may be required to show relevant certificates of completion. In exceptional circumstances, applicants may be accepted subject to demonstration of comparable sailing skills to the satisfaction of the Senior Instructor and Junior Organiser.
  - Bookings made for levels that a participant is not qualified for are eligible for cancellation / refund only in accordance with the cancellation / refund policy specified below.

### 2.3 Allocation of Places

A limited number of places are available on each of the courses to satisfy the necessary ratio of instructors to participants at each level. As there may be more applicants than places available on the courses, the club committee operates the following policy for the allocation of places on the Cara Na Mara and Junior courses:

Priority Group	Description
1	Children and grandchildren of club members
2	Repeat participants from the previous year
3	Siblings of the 2nd priority group above
4	Open booking to all on a "first come first served" basis via website booking system

The club will sequentially invite club members and previous year's participants to take up available places in groups 1, 2 and 3 in that order, by advertised booking deadlines for each group specified below.

Notice of the commencement date and time for open booking of the remaining places from applicants in group 4 will appear on the club's website [www.mullingarsailingclub.ie](http://www.mullingarsailingclub.ie) at least two weeks prior to the open booking commencement date.

The following dates apply for 2023:

Priority Group	Description	Booking opens
1	Children and grandchildren of club members	20 May
2	Repeat participants from the previous year	24 May
3	Siblings of the 2nd priority group above	28 May
4	Open booking to all on a "first come first served" basis via website booking system	31 May

Bookings will close on 25 Jun, or earlier if the courses are full.

All enquiries should be addressed to [junior@mullingarsailingclub.ie](mailto:junior@mullingarsailingclub.ie).

### 3 Adult "Introduction to Sailing" Course

The adult sailing course is normally run over two weekends in May/June each year. The confirmed dates for 2023 will be advertised in the club website.

Places are allocated on a "first come, first served" basis via the club website booking system. Normal maximum capacity is 10 participants.

Notice of the commencement and closing dates for booking the adult sailing course will appear on the Club's website at least two weeks prior to the open booking date. All enquiries should be addressed to [info@mullingarsailingclub.ie](mailto:info@mullingarsailingclub.ie).

### 4 Course Confirmation

All courses are offered subject to the availability of sufficient qualified instructors and meeting minimum participation levels. The club reserves the right to cancel courses (with refunds to booked participants) in the event that sufficient qualified instructors are not available or if minimum booking levels are not reached. Such cancellations will occur no later than two weeks before the course commencement date.

### 5 Cancellation/Refund Policy

The following refund policy applies to all courses organised by the club unless otherwise indicated.

Notice of Cancellation by Participant	Refund of course fees provided
Cancel at least 4 weeks before course start date	100% refund
Cancel 2-4 weeks before course start date	50% refund
Cancel less than 2 weeks before course start date	No refund

Exceptions may be made in extenuating circumstances at the discretion of the Committee.