



CSC/RYA Day Skipper Course 2011/2012



Presented by Bob Hammond in association with Channel Sailing Club

Application

Full Name:

Known as:

Address:

.....

.....

Phone evening: day:.....

Phone mobile: email:

I have read and accept the “Joining Instructions” and the “Booking and Cancellation Conditions” accompanying this application form.

Signed:

Co-signed:
(Parent or Guardian if under 18)

Date:

Date:

Post the completed form, before 6th October 2011, to:

Martin Hewitt, 26, Caenwood Road, Ashted, Surrey, KT21 2JE.

Don't forget to include your cheque for £235, payable to Channel Sailing Club.



CSC/RYA Day Skipper Course 2011/2012



Joining Instructions.

Instructor:

The course, which includes a number of homework assignments and two written examinations, will be given by Bob Hammond.

Location:

Five sessions of the course (all except that on 27th November) will be held at the Ashtead Peace Memorial Hall (Ralli Room). The Hall is located in Woodfield Lane, Ashtead, KT21 2BE. The turning into Woodfield Lane from the A24 is by the Brewery Inn, in the centre of Ashtead. The Hall is approximately 60 yards on the right after leaving the A24. The location for the 27th November session is still to be determined.

Date and time:

The course is scheduled from 0900 to 1700 on the following Saturdays and Sundays in 2011/2012: 6th, 13th and 27th November, 11th December; 8th and 22nd January.

Food and drink:

Attendees are advised to bring a packed lunch, although there are eating places nearby. Attendees have the use of the "cold" kitchen at the Hall, which may be used for making tea, coffee etc. but not for cooking.

Equipment:

You will need a pair of dividers and a Portland (or similar) plotter. You can buy these from the Instructor at the first class if need be, at a cost of £18 for the two items, provided adequate notice is given. Other optional books may also be ordered. You should provide your own note-taking equipment.

Car parking:

There is free parking at the rear of the Peace Memorial Hall.

Course Fee:

The cost of the course, which includes the RYA course materials and the certificate, is £235. A cheque for this amount, payable to Channel Sailing Club, must accompany the application form.

Applications:

Early application is advised, but applications will be received up to the Enrolment Closing Date, which is 6th October 2011, subject to a maximum class size of 12. This cut off date is to allow time to get the RYA course packs delivered, and also because the Club engages an external instructor for this course, who deserves four weeks notice in the event that it is cancelled by the Club, e.g. if we have received insufficient applications to meet the costs.

Post the completed application form, with your cheque payable to Channel Sailing Club, to Martin Hewitt, 26, Caenwood Road, Ashtead, Surrey, KT21 2JE.

Booking and Cancellation Conditions

Each course is subject to a maximum number of students. The advice is to apply as early as possible. It also helps the organiser if applications are sent in early.

A course will be confirmed when enough applications have been received to cover the fixed costs of running the course.

Application Forms and Joining Instructions:

Application forms and joining instructions can be downloaded using links on the training page of CSC's website, channelsailingclub.org.

Non-members of CSC:

Courses are only available to CSC members. However, annual membership of the Club costs just £25 and non-members are invited to join CSC and take part in all Club activities, on and off the water, which include the RYA shore-based training programme. Club Membership Application forms are also available on the Club's website.

The Club joining fee is not refundable if a course is cancelled.

Applications and Course Confirmation:

A place on a course will only be allocated upon receipt of a completed application form together with a cheque for the full course fee. Sorry to have to insist on this, but it really simplifies the administration. Applications will be acknowledged.

Places will be allocated in the order in which applications are received.

Applications cannot normally be accepted after the Enrolment Closing date, which is shown on the Joining Instructions for each course.

Cheques will not be cashed until after the Course Confirmation date, the date on which the 'break-even' number of applications has been reached. When this happens, applicants will be notified with confirmation that the course will go ahead.

Cancellation by CSC:

If CSC cancels a course for any reason, the course fee will be returned in full.

CSC will cancel a course if the break-even number of applications has not been reached by the Enrolment Closing date.

Cancellations by the applicant:

The course fee will be returned in full if an applicant withdraws before the Course Confirmation date.

Cancellations after the Course Confirmation date may result in some or all of the course fee being forfeited depending upon the extent to which the withdrawal(s) reduce the class size below the break-even number.

This is simply to protect the Club, which would otherwise have to bear the cost.

Minors Policy (under 18 years of age):

Minors are encouraged to apply. CSC's policy is that a parent or guardian must also be present at all times during the course.

Refresher courses:

Applications will be accepted from persons who have already successfully completed a course on a previous occasion, but we would like such applicants to inform us in advance and to perhaps consider deferring to any first-time applicants who would otherwise be excluded. Upgrading a VHF certificate to SRC/GMDSS and renewing an expired First-Aid certificate are not considered to be refresher courses.

Data Protection Act 1998:

The information that you provide on the Shorebased Course Application Form and any other information obtained or provided during the Course will be used solely for the purpose of processing your application and dealing with you as a member of Channel Sailing Club. The data will not be shared with any third party for marketing or commercial purposes without first obtaining your explicit consent.