



SAILABILITY BAYSIDE PROCEDURES

SAILING FOR PEOPLE WITH DISABILITY

Welcome to Sailability Bayside

Sailability Bayside is an all-volunteer organisation with a highly motivated committee and membership. Our activities are governed by registered Rules of Incorporations;

Our Committee Structure:

President
Vice President
Secretary
Treasurer
Plus 6 Committee Members

Sailing Days

Sailing days are Monday and Thursday mornings during the Queensland State School Terms. Sailing days are dependent on weather conditions, therefore sailing will be cancelled if conditions are unfavourable. We have a dedicated telephone Number for Volunteers and clients to check from 7am on a sailing day.

The sailing premises are located at Darling Point Sailing Squadron, 22 Trafalgar Street, Manly, and the gates are open from 7.30am to prepare for sailing. Client Sailors arrive from 8.45am and must be registered for sailing by 11.45am. Most days sailing has finished by 2pm.

Our sailing clients come from various Disability Services, Special Schools and private individuals. All client sailors are accompanied by a carer who has full responsibility for the client sailor at all times.

Client sailors book their sailing days at the end of each term and nominate at the booking time if they are to sail in a Dinghy or on the Yacht "Faith" with their carer.

There are a variety of Duties to be performed on each sailing day and they are covered in our attached Policy Document.

Volunteers are encouraged to acquire skills that allow Sailability Bayside to provide a safe and happy sailing experience for client sailors. Volunteer activities include the ability to rig and de-rig the dinghies, launch and recover the dinghies and the support boat, assist client sailors in and out of the dinghies from the pontoon. Volunteers who would like to learn to sail the dinghies, support boat or the Yacht "Faith" are encouraged to do so and will be assessed at the end of a training period by a committee nominated volunteer.

All Volunteers must hold a current Queensland Blue Card before they can commence in any role with Sailability Bayside. Our Volunteer Coordinator will assist with the application process if a card needs to be applied for or to have existing cards linked to our organisation.

General information for new Volunteers:

Volunteer contributions to the continuing success of Sailability Bayside is not just getting clients onto the water of Moreton Bay, indeed some people prefer to work at the various land based tasks.

There are administrative tasks that are equally important to the on water roles. These include the registration of client sailors when they arrive, arranging for life jackets to be fitted, and scheduling their sailing times. We also provide morning tea and a sausage sizzle for clients, carers and volunteers. At the start and end of each day there are set up and pack up duties as well as routine maintenance on all of our assets.

Sailability Bayside carries a fully comprehensive Insurance Policy on all our assets as well as sports insurance covering our sailing activities and Public Liability Insurance.

Every day is run under the Direction of an **Officer of the Day** who is responsible for all activities on water and land based. The Officer of the Day is a Volunteer who has completed the required training for the position and is authorised by the Sailability Bayside Committee.

During the State School Holidays we hold maintenance days to keep our equipment in the best possible condition and training days for First aid and sail training if required. We also have an annual sponsors and supporters day where we say thank you to all organisations and individuals who support us financially or in kind.

We have monthly committee meetings and each September hold our Annual General Meeting where the members vote for the Executive Committee and general committee members. Our Rules of Incorporation only allow the Executive members to hold their positions for a maximum of 2 consecutive years. We welcome all members to consider spending time serving on the committee.

Whatever you decide to do for Sailability Bayside will be very much appreciated by all concerned, and it is hoped that you will obtain great personal satisfaction volunteering with us. It is also extremely important that you enjoy your time, as Volunteering is not only about the fun we deliver to our client sailors, but about our volunteers as well.

Welcome aboard
The President and Committee
Sailability Bayside Inc
