



Boosters, Inc.

PARENT / TEAM MEMBER HANDBOOK

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Introduction

This handbook contains rules and guidelines for team members and their families. It provides detailed information concerning payment of dues, time commitments, regatta basics, and other relevant topics. In order to ensure everyone understands the expectations for Space Coast Crew's upcoming season, ***both rowers and their families*** need to read through the Parent/Team Member Handbook carefully.

If you have any questions about what is expected of you as a rowing team member, or parent, please contact one of the SCC Board of Directors. We look forward to another exciting and enjoyable rowing season.

Space Coast Crew Boosters, Inc.
Board of Directors

Space Coast Crew Mission Statement

To create a widely recognized youth rowing program capable of competing on the local, regional, state, and national levels while demonstrating the highest forms of sportsmanship, respect, and responsibility.

Goals and Objectives

- To provide Brevard County students with the opportunity to participate in the sport of rowing at scheduled practices and in organized rowing events/regattas.
- To provide members with the best possible coaching staff and equipment.
- To provide the opportunity for all crew members to develop the necessary skills to competitively participate in Florida Scholastic Rowing Association (FSRA) and U.S. Rowing sponsored and organized regattas.
- To provide training regarding the safe use of the rowing equipment which is purchased and provided through member dues and fundraising activities.
- To provide a positive environment for all rowers to develop personal skills regarding teamwork, leadership, discipline, and tenacity.
- To foster an environment that promotes integrity, fairness and honesty.
- To provide all rowers with the opportunity to row on the water, subject to weather and equipment availability and attendance.
- To ensure each rower competes in no less than 50% of all scheduled events, provided the individual rower attends 90% of practices, demonstrates a positive attitude, is not the subject of disciplinary matters, and is capable to safely operate rowing equipment.

These are our goals and are not to be held as a contract.

Rowing is perhaps the toughest of sports. Once the race starts, there are no time-outs, no substitutions. It calls upon the limits of human endurance. The coach must therefore impart the secrets of the special kind of endurance that comes from mind, heart, and body.”

- George Yeoman Pocock

Rower Responsibilities and Code of Conduct

Rower's Responsibilities

- Recognize that membership in this association is a privilege, not a right.
- Attend and participate in all practices and commit fully to the training and racing plan as designed by the coaching staff.
- Show respect in both actions and words, for fellow rowers, coaches, board members, race officials, chaperones, parent volunteers, and all others who volunteer their time.
- Recognize that in determining practice plans and boat line-ups the coaching staff acts in the best interest of the entire team, and that all practice plans and boat line-ups will be determined solely by the coaching staff unless responsibility for the practice plan has been delegated to the Team Captains.
- Discuss questions/concerns related to the rowing program (this includes issues with other rowers, training schedules, boat assignments, etc.) directly with a member(s) of the coaching staff.
- Properly handle and maintain all equipment as instructed by the coaching staff and immediately report damage to a coach or team captain.
- Report any injury to coaching staff as soon as possible. The rower's safety and well-being are paramount with the coaching staff. If an athlete will aggravate an injury or pose a safety issue if allowed to row, the coaching staff can refuse to let an athlete participate in practice or a regatta.
- Recognize the importance of team unity, cooperate with each other, demonstrate mutual respect and refrain from criticism of each other in any form.
- Dress in a modest and appropriate manner as to best represent Space Coast Crew.
- Behave in a respectable manner, that is a credit to him/herself and Space Coast Crew.
- Address coaches and parents with appropriate titles (Coach, Mr., Mrs., Ms.).

Rower's Behavior

Unacceptable rower behavior includes, but is not limited to:

- Possession or sale of controlled substances, and/or possession of drug paraphernalia as defined in

Space Coast Crew Handbook

Florida Statutes, Chapter 893

- Any criminal charges for actions outside the rowing team practices and regattas.
- Expulsion or suspension from schools due to violations of rules and policies.
- Using, possessing, or distributing drugs of any kind including, but not limited to, chemicals, alcohol, steroids, tobacco, or any controlled substances during any club sponsored event.
- Use or abuse of a controlled substance prior to any club sponsored event that could put SCC equipment, the athlete, his/her teammates, or any others at risk for injury.

Board of Directors & Coaching Staff, reserve the right to perform a drug test on any member that is suspected of any of the above drug-related infractions. Positive results from unauthorized or illegal drug use are grounds for expulsion from team.

- Acting in a reckless manner that could put the athlete, teammates, or any others at risk for injury.
- Any behavior that is intimidating, hostile or offensive in any way. Including, but is not limited to, use of foul / abusive language, bullying / hazing whether verbal, written, electronic, or physical in nature.
- Any behavior that violates Safe Sport policies.
- Intentional theft of and/or damage to another's/club's property. Rowers will be held financially responsible.
- Taking team owned equipment onto the water without having an SCC coach on the water with the team members.
- Taking an associate's boathouse member's equipment onto the water without the owner's written permission.
- Unacceptable use of team messaging and social media platforms inconsistent with SCC policies.

Practice

Given equipment, facilities, and time restraints, rowers must abide by the following guidelines to ensure productive and efficiently run team practices:

- ***Attendance at 90% of all practices is required.*** Failure to consistently attend practice may affect a rower's boat placement and regatta participation.
- Rowers must be dressed appropriately and ready to participate at the start of practice.
- Rowers must tell their ***coach*** ahead of time if they plan to miss practice. Last-minute situations should be communicated ***to the coach*** through the team communication app as soon as possible so that boats may be adjusted and a productive practice can be held.
- As a matter of rower safety, rowers may ***not*** leave practice until the coach has dismissed them.

Disciplinary Action

- The coaching staff is responsible for identifying infractions or misconduct and administering disciplinary action. Coaches will determine if a rower's behavior results in a minor disciplinary action. Minor disciplinary actions include but are not limited to:
 - ❖ Verbal warning
 - ❖ Extra workout/alternative workout
 - ❖ Make-up practice
 - ❖ Written/verbal apology

- Numerous minor infractions taken in the aggregate, repeat violations, or actions rising to the level of severe or criminal behavior will result in major disciplinary action such as:
 - ❖ Loss of water privileges for a specified time
 - ❖ Loss of race privileges
 - ❖ Suspension from team
 - ❖ Expulsion from team
- Coaches reserve the right to impose disciplinary actions when they deem appropriate. Said actions may occur during a regatta or other organized event. Coaches must inform the Board and the rower's parent(s) either verbally or in writing before taking any major disciplinary actions. When possible, in cases involving potential suspension or expulsion from the team, notice will be provided to the parent(s) before notifying the rower.
- When allegations of misconduct are presented to a rower or their parent(s), the rower will be afforded an opportunity to respond to those allegations. Coaches will consider such rebuttal before making a decision if disciplinary action is warranted. Any disagreement with the implementation of any disciplinary actions should be appealed directly to the SCC Board of Directors.

Complaint Procedure

- Rowers should address issues/complaints related to the team or teammate(s) directly with their coach or the Director of Rowing.
- If the rower does not feel the situation has been rectified, or if the concern involves a member of the coaching staff, the rowers, with his/her parent/guardian, should contact the Grievance Committee, or the SCC Board of Directors.

For The Team Member

Attendance

Crew is a sport that involves a big commitment of time and energy. It is imperative that all rowers and parents take this commitment seriously. Crew is a unique sport that requires tremendous teamwork. Continuity and consistency are key to creating effective boats. It is expected that team members will come to practice fully prepared to participate, which means wearing appropriate shoes and clothing for **BOTH** rowing and land training. If you are not prepared, you may be dismissed from practice and the next regatta. Unexcused absences are also a reason for dismissal from regatta participation. If a rower is sick, we do not want them to come to practice and expose others. Similarly, we do not want to penalize rowers who may need to spend more time on their academics. **No credit is given for missed days**, but the team expects the courtesy of advance notice of days to be missed.

The coach will announce changes to the published schedule. If you know you cannot attend a practice, it is your responsibility to inform the coaches, if possible, well in advance. This includes being sick - either not going to school or leaving school early. Not showing up without warning will be greatly frowned upon and will affect participation in regattas. Missing practice will affect who rows in what boat and who will row at regattas. Your seat cannot be held for you if you are late or miss practice.

We practice rain or shine. Practice is almost never canceled. The only things that will keep us off the water are lightning or high winds. Unless you are told otherwise, there will be practice. **In the event we cannot practice on the water, land training will be conducted. In extreme cases if practice is cancelled the coaching staff will send notice as soon as possible via the team messaging app.**

Penalties for absences: Rowers who are absent from practice on 3 different occasions during any two-week period, regardless of whether or not they have given coaches advance notice, will be dealt with as follows:

- 1) Removal from current boat/seat.
- 2) Not allowed to row at practices.
- 3) Not allowed to row at regattas.

The severity of the consequences will depend on whether the reason for missing practice is reasonable. For example, it is reasonable to expect a rower to miss practice because he/she is hospitalized or has to study for a test in a class giving them difficulty. It is not reasonable to expect a rower to miss practice because they were getting a haircut or busy playing video games.

If a team member misses 5 consecutive days without contacting the coach, it will be deemed the team member has quit and will therefore be terminated from SCC team.

Learn to prioritize the important aspects of your life. We strongly recommend the following:

- 1) Family
- 2) School Studies
- 3) Crew
- 4) Other

Crew demands a large commitment of time and energy. Your teammates depend on you! Be aware of how much time it takes you to meet your scholastic requirements. Only you can balance your time.

Swim Test

All new team members must pass a swimming test. Rowers who previously completed camps with SCC and the required swim test are not required to repeat it. Test(s) to be determined by the Coaches and approved by the Board of Directors. For the child's safety, if he/she does not pass the test(s), they will not be permitted to participate in crew.

Cell Phone Policy

Use of cell phones is not permitted by team members during practice. This is a safety issue since rowers can easily be distracted from the dangers of rowing. Places to store the cell phones are provided to rowers and they are asked to leave their phones in that storage once they have arrived at practice. They can retrieve their phone at the end of practice. No exceptions. A rower found in violation of this policy will be subject to minor disciplinary action. Habitual or repeat violations will be addressed as a major disciplinary action. In the event of an emergency where a rower must use their phone, the rower must secure permission from one of the coaches before doing so.

Lettering

Lettering for the high school team athletes is not guaranteed for all participants. Participants are required to maintain 90% attendance at practices (95% for captains). Additionally, missed regattas can affect lettering. The following requirements shall apply in order to receive a letter:

1. Maintain a 2.0 or higher GPA throughout the year. Note: Your cumulative GPA will be checked each 9-week grading period at the coinciding booster meeting. A 2.0 is required to letter.
2. Maintain school attendance in accordance with Brevard County requirements. School attendance will be checked every 9 weeks. Excessive school absences which jeopardize a rower's academic standing will result in:
 - a) Removal from current boat/seat
 - b) Not allowed to row at practice
 - c) Not allowed to row at regattas
 - d) Temporary suspension from the team until academic standing has been restored.

3. All rowers must complete the entire rowing season in order to be eligible to receive a letter. **If a rower quits before the end of the season, they also forfeit all awards and other entitlements.**

It is the coach's decision, subject to the Board of Directors' approval, to award letters based on outstanding effort or accomplishments during the season. Anyone not receiving a letter will be awarded a certificate of participation provided they have not quit and have satisfied the other requirements outlined above.

Attire

- Rowers' clothing should be clean and free of any offensive, derogatory or political statements. Remember, as rowers you are representatives/ambassadors of the SCC team at practice and at all races/regattas.
- Athletic attire must be worn for all practices. No jeans should be worn for practice.
- Appropriate running shoes for running and other land workouts will be worn. No flip-flops.
- Uniforms should be clean for all races.
- Appropriate attire for weather (it gets cold and wet in winter, hot and humid in the spring).
Be sure to wear layers of clothing in the winter.
- No bathing suit tops at practice or at regattas.
- At all regattas unisuits will be worn as intended (i.e. over shoulders) **at all times**, including prior to handling the boat for launch, during the launch, racing, the medal ceremony and pictures.

Coxswains

Coxswains will participate in **ALL** SCC workouts. This includes running, erg pieces, weights, group workouts and anything the coaches deem appropriate. Remember, coxswains must understand what rowers are capable of doing and there is no better way to do so than to fully participate in all SCC practices. Coxswains also have the added responsibility of caring for assigned Cox Boxes - valued at \$600.

Captains

Being a Team Captain is an honor that carries many responsibilities. Consequently, high school team Captains will be chosen by the coaching staff and approved by the Board of Directors. The Director of Rowing will be sure to provide Captains with an agreement outlining all of the duties and responsibilities expected of our Captains. Being a Captain requires an additional commitment of time leading by example, being positive, and enthusiastic. Rowers must consider what is being asked of them before accepting this position. The Coaching staff reserves the right, with Board approval, to remove a rower from the position of Captain if they fail to uphold the responsibilities outlined in the Captains' Roles and Responsibilities Agreement or if they are prone to absenteeism or disciplinary infractions.

Parent Guidelines and Code of Conduct

As we have emphasized with the rowers, rowing is a team sport and requires commitment not only from the individual athlete but their families. We realize without the support of one's family an athlete would not be able to contribute to winning regattas let alone attend practice. We know this is a tremendous undertaking and ask parents to carefully review our Mission Statement and these guidelines. Please take the time to discuss this with your rower as we are asking you to agree to the following:

General Matters

- I will remember that rowers participate to enjoy the sport and that the experience is for the student athletes, not individuals or the adults.
- I will emphasize skill development, practices, and healthy competition, and that doing one's best is more important than winning.
- I will ensure that I and my rower treat other athletes, coaches, officials, parents, board members, chaperones, volunteers, and spectators with respect regardless of race, creed, color, religion, sexual affiliation, or ability. At no time will I ask my rower to disregard or ignore the coaching staff, especially when the safety and well-being of the team or my rower are concerned.
- I will keep myself informed of team activities and issues by participating regularly in parent meetings, reading newsletters and informational e-mails sent to me by the Board of Directors or the Coaching Staff. I will join the team's messaging app and regularly monitor the team's website for updates.
- I acknowledge that volunteering on the part of the parents is vital to the team as a whole and I will volunteer my time to the best of my ability. I will track my volunteer hours and submit those times to the Board of Directors. I also understand that the Board of Directors are all volunteers and most have full-time occupations. As a result, their ability to respond to my inquiries or requests may be outside normal working hours.
- I will demand a sports environment for my rower that is free from drugs, tobacco, and alcohol. I will refrain from their use at all regattas and practice sites.
- I will become familiar with the rules of the sport of rowing and the policies of Space Coast Crew.
- I understand that the use of team addresses, phone numbers and e-mail addresses is solely for the purpose of disseminating necessary team information. Use of this contact information for any personal matter is prohibited.
- I will abide by all other SCC policies Including the proper use of messaging apps and social media.

Practices and Competitions

- My guests and I will be positive role models for my rower and encourage sportsmanship by showing respect, courtesy, and positive support for my rower and teammates, all other competitors, coaches, board members, chaperones, volunteers, officials, and spectators at every practice, regatta or other

sporting event. My guests and I will not engage in any kind of unsportsmanlike conduct such as booing and taunting, refusing to shake hands, or using profane language or gestures.

- I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my rower to win.
- I will refrain from coaching my rower or other rowers during practices and competitions unless specifically requested to do so by a coach.
- I will respect the boundaries established around the equipment and boathouse. I understand this is primarily a safety and liability issue. I will also extend such respect for boundaries around other teams' equipment and facilities.
- I will refrain from sharing my criticism of the coaches or the Board of Directors to my rower, other rowers, or parents on the team as this displays disrespect on my part and encourages disrespect by our rowers.

Interaction with the Coaching Staff

- I will immediately inform the coach of any physical disability or ailment that may affect the safety of my rower or the safety of others.
- I will encourage my rower to speak directly and courteously with the coach if he/she is having difficulties in training/competition or cannot attend training/competition. I understand that assuming responsibility for one's own actions is an important part of maturation, and that ultimately my rower will benefit.
- I will never question or confront coaches at practices, competitions, or other team events, and will arrange to speak with coaches at an agreed upon time and place. If I have any issues with the coaching staff, I understand I can file a grievance with the Grievance Committee or raise the issue informally with a Board member.
- If I need to contact my rower's coach regarding clarification of matters such as training schedules, nutrition and health, and college recruiting, I will do so via the team's messaging app understanding that most coaches have other occupations and they will undoubtedly have to address other matters or inquiries from several other parents.

Conduct and Conflict Resolution

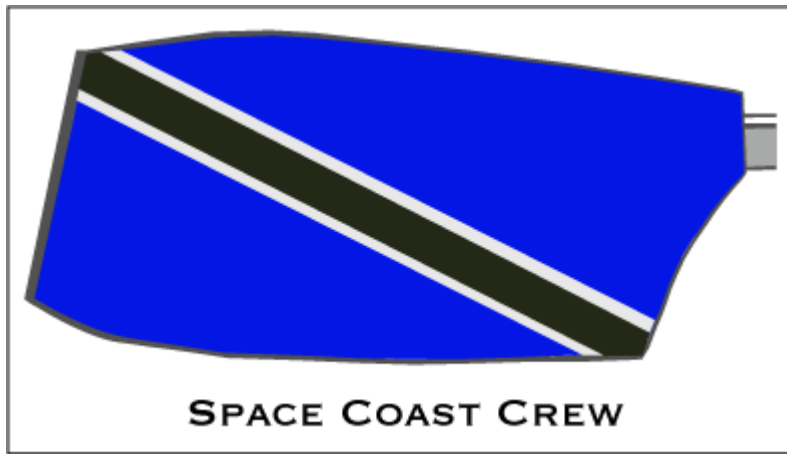
- I will expect my rower to abide by the Space Coast Crew Rower Code of Conduct and to resolve conflicts without resorting to hostility or violence.
- If I believe there has been misconduct on the part of one or more rowers, coaches, parents or others, I will abide by the following guidelines for issue resolution:
 - During team trips, I will report any misconduct immediately to a member of the SCC Board of Directors. They will be responsible for investigating the issue and involve coaches and

other SCC board members as needed.

- During other team activities, I will report any misconduct to the coach immediately if urgent at that moment or immediately after the activity if not urgent. The preferred method for communication after the fact is via e-mail or personal message via the team's messaging app. The Director of Rowing will involve other coaches, board members or parents as needed.
- If there is not appropriate attention being given to the issue, a complaint may be issued to the Grievance Committee.
- I understand that the process of following up on my allegations is a matter of privacy between the accused party and the coaches or the Board of Directors. Unless the matter directly impacts my rower or me, I will not be advised further.
- I understand that any misconduct by any member of the coaching staff should immediately be reported to the SCC Board of Directors.
- I will support the coaches and chaperones when they deem that my rower or other rowers require discipline. I will not interfere in disciplinary matters. However, if I believe that the discipline required of my rower is unreasonable, I will express my concerns first to the Director of Rowing and then to the Board of Directors vis the team messaging app or email. The coach and I will arrange a mutually convenient time to further discuss my concerns, if needed.
- If I have followed the processes outlined above and have not received a timely or appropriate response on an issue directly impacting me or my rower, I and/or the coach may contact the President of the Space Coast Crew Board of Directors.

Summary

- I recognize that membership in this association is a privilege, not a right. By paying my rower's dues and competition fees, I am supporting the club, its coaches and its athletes. However, paying these costs does not entitle me to be involved in decisions about competition schedules, training methodology or placement in boats. These decisions are the sole province of the coaches. If my rower has a question or concern, it is my rower's responsibility to discuss it in a respectful manner directly with his/her coach.
- Failure to abide by the guidelines listed in this document may result in my rower and/or our family being expelled or refused membership from the SCC team. I am accountable for the actions of all the members of my family and our guests. At the sole discretion of the Board of Directors verbal and written warnings may be issued but they are not a requirement prior to expulsion.



For The Parents

Financial Commitment

The fiscal year for SCC begins on July 1st and ends on June 30th the following year. The financial commitment is kept to the lowest level possible by using a combination of dues, advertisement sales, and fundraising. The financial commitment is outlined on the website at spacecoastcrew.org.

The financial commitment is necessary to facilitate maintenance of equipment, purchase of new equipment, compensation for coaches, transportation, insurance, regatta fees, boathouse utilities and a host of other miscellaneous expenses inherent to conducting SCC business.

Dues

The financial commitment incorporates a one-time or monthly due payments as explained at spacecoastcrew.org registration documents online. **Registration and dues are non-refundable.**

All fees paid are non-refundable. In the event of a disruption of the season due to unforeseen circumstances, the Board of Directors will review financials to determine if adjustments can be made.

Rowing equipment and maintenance of rowing equipment is very expensive. Each team member contributes to the normal wear and tear on the rowing equipment and the SCC infrastructure in general. The SCC Board of Directors feels very strongly that each rower must be held accountable for his/her portion of the maintenance expenses incurred due to normal rowing activity.

Monthly dues not remitted by the 15th of each month, are subject to a \$15/week late fee until the installment is paid in full.

Failure to meet the above payment schedule without making prior arrangements with the SCC Board of Directors may result in the suspension of the team member until payment is made.

Other Expenses

Additional out-of-pocket expenses will occur for hotel accommodations for overnight regattas, bus transportation, and associated travel expenses (gas/tolls if driving to regattas). Optional purchases include SCC jackets, hats, SCC spirit shirts, parent polo shirts, and Awards Banquet tickets. Abuse of property

and/or equipment may also result in out-of-pocket repair/replacement expense.

Service Hours Commitment

In addition to your financial commitment, each family is responsible for a specified number of volunteer hours per rower in fundraising and/or community service activities. Volunteer hours should be reported online at spacecoastcrew.org via the volunteer link.

Since SCC is a parent-volunteer run organization, ***each high school rower FAMILY will be required to perform 20 volunteer hours per rower between August 1st and May 1st or pay \$30 per hour not served. The middle school commitment is 10 volunteer hours or pay \$30 per hour not served.***

These hours are easy to obtain by working on committees, setting up tents or helping with the food tent at regattas, and other opportunities.

- A list of various service hour opportunities can be found in the back of this SCC Handbook and will be frequently communicated by the SCC Board of Directors.
- If at least half of the annual hours are not fulfilled by Dec 31, that half of the year's fees will be billed to the rower's account.
- Parents are responsible for self-reporting their hours on a monthly basis. Sign-In sheets as well as an email address are used for check and balance. Hours are encouraged to be reported no less than monthly to assist SCC reporting to the City of Indian Harbor Beach.
- The hours volunteered are expected to support the entire team, therefore, hours will not be counted for carpooling or driving individual rowers to regattas.
- There are many administrative duties that would not require to be onsite, or within a specific time frame. If you are unsure of how to fulfill your volunteer commitments, please contact the Volunteer Coordinator.

In addition, as good community members, rowers will be given opportunities to participate in team building / fundraising events such as picnics, retreats, car washes, maintenance days, Summer Learn to Row camps and row-for-free days. Hours may be recorded and signed off for their school requirements but will not be tracked with Space Coast Crew. The time and date of these events will be announced through team e-mails, team messaging app, and/or the head coach.

Time Commitment

Crew is a sport that involves a big commitment of time and energy. Crew requires a great amount of teamwork. Although it is possible to replace one rower with another in the event of an absence, this does not allow the boat, and team as a whole, to learn, train, and compete at its highest level. Continuity and consistency are the keys to creating effective, competitive, winning boats. ***It is imperative that all rowers and parents take this time commitment seriously.***

Parents - when considering whether to keep your son or daughter home for whatever reason, or to take your child on a trip, **please be aware that this affects more than just your child. This affects the boat your rower is in, as well as the entire team.** A rower taken from one boat requires the shifting of yet another rower, in another boat, to fill your rower's place, and on down the line. We are not telling you how to organize your family or discipline your child, but rather to make you aware of the ***incredible teamwork this sport requires.*** Having one person, with or without notice, not available for practice or a race when he/she is expected can disrupt eight other rowers and their coach, possibly leaving them stranded on land and unable to practice or compete at a regatta. This hurts everyone's chances of having the most positive rowing experience possible. It also affects your son or daughter's progress as a rower.

Other Responsibilities

Parents are needed to help in several different ways:

- Help set up and tear down tents at regattas
- Supervise the team members and their possessions when under the tent
- Supervise team members to and from out-of-town race sites
- Supervise team members on overnight trips

Grievance Procedures

During the season, you may have serious questions or concerns. In most instances, speaking with a Board member will hopefully alleviate your concerns. However, if this does not suffice you may elect to file a Grievance Form. The Grievance Form will help us to address problems that may be more complicated. In order to help us resolve your complaint or concern, we ask that you please complete the Grievance Form found under Resources→Forms (Form #17) on the website. Please print out and complete the form, and email it to grievance@spacecoastcrew.org, mail it to **P.O. Box 372252, Satellite Beach, FL 32937** or give to any Board member. Our goal is to respond to each grievance within 14 days if the matter being addressed is simple. Please note the Grievance Committee takes these allegations very seriously and will conduct a thorough investigation. If your complaint covers several allegations, the number of people who will have to be interviewed may delay a response to your grievance. We will do our best to explain or resolve each issue to your satisfaction. Your grievance will be presented during the first available Board meeting, and the response will eventually be communicated to you in writing. If it is appropriate and useful, we will share your concern or question during the next general meeting for everyone's benefit. We may not be able to resolve every issue or question completely, but please know that our mission is the success of the program and in this regard, your child is our first priority.

Service Hours Opportunities

You will be informed of these activities via team emails, team messaging app and/or the calendar. This is just a few examples of opportunities to fulfill service hours. Be creative and let us know what talent you can share with the team.

For the Parents:

- Food Tent Cooking and serving
- Food Trailer Towing
- Volunteering at Regattas (stake boats, finish line, etc.)
- Organizing and/or supervising fundraising events (i.e. car washes)
- SCC Kick-Off Picnic set-up and clean-up (mid-September)
- Teambuilding activities and events
- SCC Annual Awards Banquet committee (usually begins meeting Feb/March)
- Boathouse maintenance and cleaning, as requested by the coaches
- Space Coast Marathon (Thanksgiving Sunday)
- Ambassadors - Experienced parents call new families and be their guide with the team
- Volunteer Hours Tracking - track hours reported through spreadsheet and share with Board
- Sports Physical Collection / Tracking (FALL)
- Rower Validation - Collect paperwork, organize, upload for FSRA eligibility (SPRING)
- Shopping for food for regatta Food Tents
- Yearbook - Design and assemble
- Awards - Procuring, organizing and preparing for distribution (SPRING)

The following Rower Hours only may count towards family requirements:

- School registrations
- Space Coast Marathon (Thanksgiving Sunday)

Forms

All online forms must be completed entirely before any student will be allowed to participate in any SCC activity. Any team member that has incomplete forms will not be allowed to practice. For missing or incomplete regatta and US Rowing waivers, team members will not be allowed to compete at such events. This is primarily a safety issue. If we do not have an EKG or a physical, we do not know if your child can handle the rigors of rowing.

Injuries

Space Coast Crew reserves the right to require any rower who incurs an injury requiring a physician's care to have the written approval of a physician prior to the rower's return to participation. Athletes are expected to always be open and honest with parents and coaches regarding any injury. Space Coast Crew shall assume no liability for any rower with a health condition who has been authorized to participate in the crew program by the parents and/or their physician.

Medications

Coaches must be notified of all medical conditions and required medications rowers are using at all times. This includes asthma inhalers, Epi-pens, or other allergy medications. If, for some reason, a rower has not taken their required medications, please notify the coaching staff.

Communication

All SCC communication is done through various means:

- 1) SCC Website: spacecoastcrew.org
- 2) SportsEngine App: Space Coast Crew
- 3) Team E-Mail, from SpaceCoastCrew.org or SCCBoosters.org domains only
- 4) Announcements at Booster Parent Meetings
- 5) Announcements at Practice
- 6) Messages on the team messaging app in Sports Engine
- 7) Ambassadors or Ambassador events for Novice Families

The website has a wealth of information: the regatta schedule, regatta directions, forms, this handbook, and upcoming events, just to name a few. It is important that you check the site regularly.

Transportation

Travel

- Rowers arrive and leave *as a team* at all regattas.
- Parents are ultimately responsible for transporting rowers to races. Occasionally, a bus will be chartered for a race/regatta. In those cases, the parents will only need to drop off and pick up their rower from the boathouse.
- Carpool arrangements should be made prior to race day with other parents.
- If a rower needs to leave a regatta early, approval from their coach must be granted prior to race day.
- Bus transportation may be offered for some regattas at an additional cost to the rower.

Overnight Out of Town Travel

- If a parent is not able to travel to and/or attend an out-of-town regatta or event, parents are responsible for obtaining an adult chaperone for their rower. The parent should complete and provide a copy of the "Parent Permission and Chaperone Responsibility Statement" form to the adult chaperone.
- **Rowers are *not permitted* to travel to, or from, an out-of-town regatta/event without a parent or designated chaperone. (i.e. Rowers may *not* drive to out-of-town regattas.) Regattas at C54 canal are considered to be an in-town regatta and athletes may drive themselves.**
- Male rowers are not permitted in female rower's hotel rooms and female rowers are not permitted in male rower's hotel rooms without direct parent/chaperone supervision.
- Coaches may hold boat meetings after dinner to prepare athletes for racing.

Regatta Rules/Guidelines

ARRIVE AS A TEAM, DEPART AS A TEAM

- Upon arrival at the race site, rowers will help rig the boats and set up the tents.
- Team members put their boats in the water up to one hour before your race starts.
- Team members cheer on fellow team members in their races.
- Team members help their fellow team members in and out with their oars.
- Team members will wear unisuits at all times during regatta. Do not roll unisuits below your waist.
- Bathing suits are NOT permitted.
- **All team members will help de-rig boats and load them onto the trailer.**

***NO TEAM MEMBER WILL BE PERMITTED TO LEAVE UNTIL THIS IS DONE
AND DISMISSAL HAS BEEN GIVEN BY THE COACH!***

Who Rows at Regattas

Rower lineups for races will be based on demonstrated rowing skills on and off the water, attendance at practices, leadership, followership, and a positive/cooperative attitude. Racing categories vary by regatta but usually include 1V, 2V, 3V, 4V, F/N and Middle School.

For high school, the best combination of rowers will be placed in the “1V” (1st varsity) boats based on the above criteria. “2V or JV” (2nd varsity or junior varsity) and “3V” (3rd varsity) boat rowers will be raced also on the above criteria until all participating rowers are placed in a boat or designated as “alternates”. There may be multiple SCC entries in a race, where they will be designated as A, B, C, etc.

Novice (less than one year of rowing on high school team) categories may be raced in the fall. The Spring races add in Freshmen (9th grade or below) and U15, U17 categories as well. The U17 for example, indicates the rower is under 17 years old by December 31 of that year.

Coaches will make rowers aware of lineups prior to scheduled regattas. Don't be afraid to ask experienced parents if you aren't sure.

Training and Conditioning

Training and conditioning are important for each rower's performance. All aspects are equally important: nutrition, rest, and exercise. Many other teams practice more than once a day or require their athletes to perform another workout each day on their own.

- All rowers need plenty of sleep. Sleep is important to rowers because it gives their muscles time to recover and rebuild. A consistent amount of sleep each night is more important than one long night before a race.
- If a late night is necessary, it is crucial that it does not fall on Thursday or Friday, since the sleep two days prior to a race is most important to race day performance.
- Diet should be well balanced in protein and carbohydrates, including lots of fruits, vegetables, white meats (chicken and fish) and complex carbohydrates like pasta, potatoes, and rice. A good breakfast and lunch are a must. A healthy snack high in carbohydrates and low in protein and fat

- before practice is recommended for energy.
- Diet should be low in sugar since it tends to lower the body's tolerance for pain and doesn't provide the long-term energy supply needed for endurance workouts.
- Since carbohydrate loading is only effective one to two hours before an event, the most effective strategy is carbohydrate storage during the entire week throughout the rowing season.
- The night before and the day of a race it is important to avoid heavy, greasy foods and heavily sugared, caffeinated drinks.
- Lightweights should *maintain* their weight. NO CRASH DIETING!!!! Lightweight categories are for women weighing less than 130 lbs., and men weighing less than 150 lbs. US Rowing regulations are very specific regarding lightweight rowing and athletes must show a normal history and pattern of being lightweight.
- DRINK PLENTY OF WATER!!! ALL DAY, EVERY DAY!!!

Race Day Nutrition

Nutrition on race day is especially important to the rower's performance and the guidelines below should be followed:

- Rowers should be awake and active at least three hours before their race so the body is prepared for the demands soon to be placed on it.
- Eat a balanced breakfast of carbohydrates, protein, and healthy fats. Choose foods that you know your stomach can handle during an intense race.
- Bagels/muffins, fruit and juice will be available at regattas for the rowers.
- Avoid greasy food, sugared cereals, caffeine, and high fat dairy products.
- DRINK PLENTY OF WATER!!!! Bring refillable water bottles to regattas.
- Food intake is limited prior to the race, but not afterwards. Rowers can bring money to purchase food from concession stands after the race or bring along a lunch (since not all race sites have concessions).

What to Bring to Regattas

Team members should bring items to help pass the time between races:

- Books, cards, magazines, portable stereo with headsets.
- A pillow and sleeping bag/blanket to rest.
- Suntan lotion/block and medicines (meds to be turned into the coach).
- A change of clothes to have something dry for the return trip home.
- Food and a water bottle
- Parents should bring folding chairs, binoculars, a cooler with drinks (water!) and snacks. Parents may bring pop-up tents for shade to regattas where they are permitted.
- Any medications, including prescriptions that your rower may need. You may also wish to bring first aid medications such as Benadryl for insect bites, etc.

Money:

- To purchase regatta T-shirts and other novelties if desired.
- To buy food after races or a meal on the return trip home.

General Information

What is Rowing?

In rowing, boats—also called *shells*—are divided into two categories, *sculls* and *sweeps*. In a scull, each rower has two oars, each about 9.5 feet long. Sculls can be *singles*, *doubles*, or *quads*. In a sweep, each rower has only one oar, 12 feet long. Sweeps come in *pairs* and *fours*, with or without a coxswain, and *eights* with a coxswain.

In both kinds of racing boats, rowers are able to take long and powerful strokes with the oars because their feet are tied into shoes. They move back and forth on seats that roll on a track about 2.5 feet long and they have swivel oarlocks.

Racing shells are light and streamlined, made out of a thin carbon fiber composite less than an eighth of an inch thick. For example, an *eight* (a boat with eight rowers, each rowing one oar) is about 60 feet long, weighs less than 250 pounds, and can carry a crew weighing as much as 1,800 pounds.

The common racing distance for collegiate rowers is 2,000 meters, or about 1.25 miles. Under good conditions, a world-class eight crew can row this distance in less than five minutes at an average speed of just over 13 mph. High school (junior) races are typically 1,500 meters.

Boat Positions

There are eight rowing positions in the largest racing shell. Seats 1 and 2 are referred to as the bow pair. This pair is special, as they "set the boat." Rowers in these positions must have smooth and fluid technique. Seats 3, 4, 5 and 6 are referred to as the power, or "engine room" seats. Rowers in these positions must be large and strong. Seats 7 and 8 are referred to as the stern pair. They set the stroke rate for each side of the boat. It's important to remember that all three sections of the boat are equally important. A winning boat consists of eight people rowing together as a team under the direction of their coxswain.

The coxswains are team members who are often overlooked, receiving little praise or encouragement (other than being thrown into the water to celebrate a boat's victory). The coxswain is the eyes and ears of the boat. The coxswain has to be a good motivator because, once the race begins, the coxswain is the only one who can talk to the rowers.

The coxswain must guide the boat to the starting line and get the boat lined up. Once the race begins the coxswain talks to the rowers, telling them where they are in relationship with the other boats and how much farther they have to go. A coxswain must know rowing technique, so that if a correction is necessary, he or she will know what to do and why to do it. It is vital that the coxswain communicates with the rowers in a motivating way. The coxswain steers by giving directions to the rowers, watches for competing boats ahead and behind, and keeps the boat in proper lane to avoid penalties.

What We Do - Our Rowing Seasons

Summer (June, July):

This is the off-season for SCC team rowing, although the highlight of this season is our Summer Camp program. Our Summer Camp introduces prospective team members from local schools to SCC and

teaches the basic skills of rowing and handling of the shells. Some of our experienced returnees may be invited to assist during the Camp.

This is also the time for equipment maintenance. Team members are invited to come to the boathouse to help with boat and general boathouse cleaning and maintenance as required.

Fall (*August – November*):

This is the time when all SCC team members come together as a unified team. Get ready for that practice commitment. New team members are provided with basic instructions. Returnees will be reviewed on the basics of rowing. This is comprised of land training and limited on-the-water workouts. Individual attention is provided as required. Practice is 5 days a week including Saturdays. For the Middle School, practice is 4 days a week (Saturdays included). This allows the coaches to calibrate the team.

This is also the **Head Racing** season for returning team members. These races are approximately 5 kilometers in length (or 3.1 miles), so endurance work plays a large part in this training. Team members will be evaluated regularly on weight training, running and various erg pieces. The Head Racers compete over the same courses as collegiate crews. This gives them the opportunity to compare their results and establish goals to which to aspire for future college rowing.

Occasionally at the end of the fall season (December) the entire team will participate in a sprint style race. This is the first sprint race for the novices and a fun end-of-season race for the returnees. It gives the novices a taste of what all that hard work at practice has been for and a look at the upcoming Sprint Season.

Winter (*December – January*):

Practice will be shortened for exam week to allow athletes to study. Team members can look forward to a nice week break starting sometime around the holidays. We will hold practice over the holiday break either organized by coaches or team captains. Athletes who are missing practice over holiday break are highly encouraged to continue to cross-train while gone. With racing beginning in early February, the Team will need to stay in shape but still enjoy the holiday season.

Spring (*February – May*):

This is our **Sprint or competitive rowing season** against other high schools and youth teams throughout Florida then culminating in the US Rowing Southeast Regionals, typically held in May. These regatta races are usually 1500-meter or the standard 2,000-meter sprints, and the training emphasis will be towards high output for short periods. At this time, all our team members should be able to return an effort commensurate with their training investment that has been developing during the previous seasons. Team members will be evaluated regularly in all aspects of conditioning and rowing ability to ensure that SCC provides the best competitive edge possible in these regattas. The season officially ends after the East Florida District Championships for the Middle School team. The high school rowers continue training and compete at the FSRA State Championships and then the US Southeast Regional Championships AND hopefully a berth to the National Championships.

Parent (Booster) Meetings

Our monthly parent/guardian meetings (also known as Booster Meetings) are specifically designed for the parents and are crucial informational meetings. Attendance at these meetings is required by all parents to keep updated on current activities. A schedule will be posted on the SCC website calendar. These meetings

are open to the entire membership. Reminders through e-mail will be sent to team members through the team email platform. A family gets a credit of 1.0 hour of volunteering for attending and signing in at the meeting.

Awards Banquet

The final event of the season is an awards banquet and annual meeting. The banquet recognizes the efforts of the crew, the coaches, and their families. The banquet is open to all rowers and their families, alumni, honorary guests, and SCC sponsors. Highlights of the evening include:

- Recap of SCC season successes.
- Special recognition will be awarded to rowers for outstanding performance and varsity letters will be distributed to those who qualify.
- Special recognition of sponsors and to volunteers who have contributed to the club's success.
- Seniors are recognized and receive a fond farewell.
- Election of next season's Board of Directors.

Emergency Plan

An emergency plan has been created to ensure a safe environment for everyone. The following shall apply:

In case of serious accident or crisis, NO public statements, Including social media posts, should be made. All inquiries should be referred to the SCC Board of Directors.

- 1) In case of **first aid treatment and minor illness**, the adult in charge will administer treatment for minor injuries or illnesses *not requiring* hospitalization or emergency room care. First Aid Kits are located in the boathouse, in all launches, and on the boat trailer. First aid will not include administration of any medications.
- 2) In case of **injury or illness requiring** hospitalization/emergency room care, the adult in charge will:
 - a) Contact 9-1-1 to request appropriate medical personnel.
 - b) Follow standard first aid procedures in treating the injured or ill person(s) until appropriate medical personnel arrive.
 - c) Notify parents/guardians and SCC emergency contact person.
- 3) In case of **fire, flood, storm or severe lightning** the adult in charge will:
 - a) Move the rowers to a safe location.
 - b) Call SCC emergency contact person, who will notify parent/s guardians where and when to pick students up.
 - c) Determine when conditions are safe for travel for students driving their own vehicle.
- 4) In case of **accidental or natural death**, the adult in charge will:
 - a) Contact 9-1-1 to request appropriate medical personnel and authorities.
 - b) Follow standard first aid procedures if appropriate.
 - c) Retain a responsible adult at the scene who will see that the victim and the surroundings are not disturbed until the proper authorities have assumed control and dismiss all unnecessary bystanders.
 - d) Notify the SCC emergency contact person or ANY SCC Board member. This person will contact the family in the case of a fatality or where death is imminent.
- 5) In case of **unusual suspicious activity, or intrusion**, the adult in charge will:
 - a) Contact 9-1-1
 - b) Remove the group from the scene if the safety of any member is ever in question and notify the SCC emergency contact person of any change at the site.
 - c) Personal safety takes priority over equipment safety.
- 6) In case of **a lost student**, the adult in charge will:
 - a) Contact 9-1-1
 - b) Organize a search of the area in teams starting with the student's last known location. Notify the SCC emergency contact person if the student is not located within a reasonable amount of time. The emergency contact person will notify the parents and the Board of Directors.

Committee Descriptions

It doesn't happen by accident. It's hard work that puts Space Coast team members on the water. Under the direction of the Board of Directors, the work committees accomplished by Crew boosters (parents of the team members) and the team members themselves. The Crew team committees are funded through approval of the budget. It draws support from the family and friends of crew members and the surrounding community. Before the first boat splashes into the water, hours of work and fundraising are done entirely by Crew parents and team members. The committees are routinely made of the following and make SCC happen and parent help is greatly appreciated.

Maintenance:

- Boat House Maintenance
- Boat Repair
- Trailer Maintenance
- Launch Motor Service
- Erg Repair
- Cox Box Repair
- Tent Maintenance
- Paint/Stripe Oars

Rowing Events:

- Parent Learn to Row
- Summer Camps
- Regattas and scrimmages

Dinners / Socials:

- Welcome Back Picnic
- Team Breakfasts
- Christmas Party
- Awards Banquet

Fundraisers:

- Schedule Fundraisers
- Sponsorships

Food Tent:

- Plan Meals
- Organize Food Tent Helpers
- Oversee Tents Up & Down
- Food Trailer Packing

Transportation:

- Food Trailer Towing
- Boat Trailer Towing

Team Apparel:

- Order Team Apparel
- Manage sales of apparel
- Arrange for storage of apparel

Marketing / Publicity:

- Contact Area Media
- Signs / Banners
- Newsletter
- Recruiting

Community Supported Yearbook:

- Organize Committee
- Collect Ad Sales / Monies
- Put together Yearbook



“All were merged into one smoothly working machine; they were, in fact, a poem of motion, a symphony of swinging blades.”

- Daniel James Brown

(The Boys in the Boat: Nine Americans and Their Epic Quest for Gold at the 1936 Berlin Olympics)

Space Coast Crew Handbook