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## APPENDIX

- Complete Safe Sport Policy
Welcome to the Brighton Rowing Club (BRC). This Handbook contains information to help rowers and their families understand this exciting sport. It also outlines policies and procedures that govern the day-to-day activities of the BRC Program. Athletes and parents should familiarize themselves with the information contained in this handbook. If you have questions, please do not hesitate to ask the Coaches, any Board Member, or the Program and Staffing Committee as they will be eager to share their knowledge. Information is also posted on the BRC website, http://brightoncrew.org/crew.

ABOUT THE PROGRAM
Founded in 1998, the Brighton Rowing Club ("BRC") is a rowing program for Middle School and High School youth from Brighton, NY and neighboring communities without a rowing program. Ours is a competitive program and we expect commitment to improvement, and the highest levels of teamwork, sportsmanship, and integrity from the young people who will represent BRC as ambassadors of the sport at local, regional, and national levels. In return, our athletes experience one of the most rewarding lifelong sports.

WHO IS ELIGIBLE TO PARTICIPATE?
- We welcome boys and girls in grades 7 – 12 from any school districts, not just Brighton. We do not recruit from schools/localities that have their own rowing programs, but we will accept rowers from those schools/localities. No prior experience is required; many of our participants start out new to rowing. Every team member will be able to participate in all practices and regattas – there is a “seat in the boat for everyone” who demonstrates commitment to the team. BRC prohibits discrimination and harassment based on gender, race, ethnicity, culture, religion, sexual orientation, gender expression, mental or physical disability, or other legally protected category. Our club has limited ability to accommodate rowers with special needs due to the physical and mental demands of this sport and decisions are made on case by case basis.

IS THIS A SCHOOL SPORT?
We are not managed or funded by any school district or town Recreation Department. We work with Brighton, and other school districts to recognize rowing as a “club sport”. Team members are eligible to receive a Varsity Athletic letter (must complete two seasons) and may be excused from Physical Education during their senior year in lieu of participating in a sport. Contact a BRC representative to obtain the necessary documentation for your school district. Some school districts provide yearbook coverage and invite BRC athletes to present at school sport assemblies. We are members of US Rowing, the national governing body for the sport of rowing in the United States.

WHERE DO YOU ROW?
Since Spring of 2012, we have been rowing from the Genesee Rowing Club Boathouse on the east side of Genesee Valley Park. This allows us to row on both the Genesee River and Erie Canal, depending on conditions. The address is: 1 Hawthorne Drive, Rochester, NY 14623, under the 390-expressway bridge. Google and GPS-based driving directions may be incorrect, directing you onto I-390, instead of underneath I-390.
GOALS:
The BRC program is a not-for-profit 501(c)3, volunteer run organization. The goal of BRC is to:

- Foster and maintain an environment which promotes physical and emotional well-being, as well as encourages a healthy balance between family, school, and sport.
- Teach rowing skills and inspire commitment to improving these skills through focused training and opportunity to compete locally and regionally.
- Create and reinforce a culture of respect for the athletic community, team equipment, and safety guidelines.
- Build teamwork, sportsmanship and competitive integrity with a spirit of camaraderie and enjoyment.
- Maintain a well-managed club that can provide the necessary resources for rowing opportunities applicable to athlete abilities and team goals.
- Further the interest of youth amateur rowing and promote inclusive youth rowing in the Rochester community.

OUR VALUES:
- Balance
- Commitment
- Respect
- Teamwork
- Sportsmanship
- Integrity
- Enjoyment
- Inclusiveness

THE BRC FAMILY: Brighton Rowing Club functions best when we work collectively for the good of the club.

- Our athletes are at the heart of our club.
  - **Modified Program**: open to 7th and 8th graders, who are not yet eligible to compete in regattas. Some 6th graders may eligible if they have the height, weight and maturity of an older student and can carry 30-pounds overhead.
  - **Novice**: open to High school students who are new to rowing, athletes are generally on the Novice team for two competitive seasons.
  - **Varsity**: open to High school students who have completed two competitive seasons as a Novice.
*At times rowers may be moved from one level to another based on skill and team needs*

- **Parents** are vital to helping with the operation of the club in a variety of ways: by helping rowers to get to practice on time, volunteering to help with BRC jobs (ex. Uniform Coordinator, Recruitment), or serving on the Board of Directors.
- Our staff of talented, committed, and experienced **coaches** have an enthusiasm for working with young people, a passion for rowing, and the knowledge needed to teach the techniques and qualities that make successful rowers.
- The **Board of Directors** with support from the **Head Coach** ensures BRC’s future and direction, financial solvency, and legal compliance.
COMMUNICATION

- **Email**: The main method of communication is email. It is very important that each team member and parent ensures that BRC has the correct email address.

- **Website**: The BRC website is also an important communication tool. We encourage you to visit the site often for general rowing information as well as updated information such as regatta plans.

- **Remind**: Remind is a communication tool that allows BRC members to communicate with each other in a more immediate way. It provides real-time messaging for the entire club, group, or single person. Specific information for joining Remind will be provided to parents and athletes at the beginning of each season.

- **Team Roster**: Each season a team roster is distributed which includes athlete and parent contact information as well as contact information for coaches, board members, and BRC volunteers.

- **Suggestion/Comment Box**: This method of communication is available at the boathouse for anyone who would like to leave non-urgent comments or suggestions. It will be checked regularly throughout the active rowing season. Urgent communication should be done via email or phone.

REGISTRATION and FEES: The link to registration information can be found on the BRC site, [www.brightonrowingclub.org](http://www.brightonrowingclub.org).

Athletes must complete registration and payment for the season prior to the first practice of the season or they will not be allowed on the water and will participate in land practice only.

**Season Registration Fees**: BRC is a non-profit club. All costs (coaches, equipment, facilities, insurance, etc.) are covered by member fees. Fees are based on enrollment in the program and the number or expected regattas that BRC will participate in. We work to keep fees as low as possible and similar from year to year.

- If you are new to BRC Fall/Spring seasons you must create an account in RegattaCentral.
- CREATE ONLY ONE REGATTA CENTRAL ACCOUNT PER FAMILY!! You can have multiple athletes (children and adults) on the family RegattaCentral account.

**Winter Conditioning/Spring Season Fees**:

- Winter Conditioning is included in the Spring fees for Novice and Varsity athletes. This is mandatory for returning Varsity athletes; Novice athletes are encouraged to participate with the Varsity athletes.
- Those approved for a late start due to a school play or other winter sport do not receive a discount on Spring registration.
- Modified athletes or Novice/Varsity athletes not rowing during the Spring Season are welcome to join Winter Conditioning for an additional fee.
- For new rowers, the 2-week no-risk trial applies to Winter Conditioning.

**Payment Options**:

- Payments can be made by credit card using Regatta Central for full season payments. Full payments can also be made by check or an electronic form of payment.
- Installment payments can be made by check or an electronic form of payment.
  - Winter/Spring: equal payments due in January, February, March
  - Fall: equal payments in August and September
  - Summer fee is due in full at time of registration
- Make checks payable to: Brighton Rowing Club. Mail to: Treasurer, Brighton Rowing Club, PO Box 18724, Rochester, NY 14618. CHECKS WILL NOT BE ACCEPTED IN PERSON AT THE BOATHOUSE/BUS/REGATTA.
- Electronic payments should include the recipient’s email: treasurer@brightoncrew.org. Be sure to list rower’s name in the memo.

**Regatta Fees**: Only Novice and Varsity teams participate in regattas. Modified athletes do not have regatta fees. Local/near-by regatta fees are included in the season registration. Regattas that are long-distance (typically requiring a bus) will have an additional fee. All Novice and Varsity athletes help pay for the regatta, as costs are evenly divided between team members. The website lists the regatta scheduled for each season and provides fee information as early as possible. *Athletes are expected to attend every regatta.*
No-Risk Trial Membership: New Fall and Spring participants may contact our Registrar to request a 2-week opportunity to determine if rowing is right for them. All registration requirements/paperwork/fees must be submitted. A full refund will be provided if an email is sent to registrar@brightoncrew.org announcing the decision to withdraw before the end of the first 2 weeks. This does not apply to the Summer season.

Refunds and Credits:
- Late Start: Returning Modified, Novice, and Varsity athletes are not eligible for late start credit (indoor or on-water). New athletes joining after the season has begun may receive a credit for Fall and Winter/Spring. During the Summer season, late start is only allowed by explicit approval of the coach, and there is no credit given.
- Withdrawals: Pro-rated refund calculations are based on the date of formal withdrawal, via email to registrar@brightoncrew.org. No credit is given for absences prior to formal withdrawal.
  - If a participant is asked to leave the program due to disciplinary or account-payable issues, then refunds (if any) are at the discretion of the Board.
  - The registrar and treasurer will process the withdrawal, calculate refund, and send a check.

Is there a fund-raising obligation? BRC has eliminated all mandatory fund-raising minimums and buyouts, rolling these into the dues. We have of optional fundraising opportunities (see Fundraising section). We rely on volunteers to help with a variety of activities, as well as donating food for regattas (see Volunteer section).

Registration Checklist: Make sure you have done the following tasks to be ready to practice on the water.

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration for the season</td>
<td>See website for registration fees and season dates</td>
<td>Preferably no later than 2 weeks prior to the beginning of the season</td>
</tr>
<tr>
<td>Sign US Rowing electronic waiver</td>
<td>See website for link to US Rowing waiver</td>
<td>Preferably no later than 2 weeks prior to the beginning of the season</td>
</tr>
<tr>
<td>For Novice/Varsity athletes only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Swim Test</td>
<td>See website and SignUp Genius for more information</td>
<td>Typically scheduled at the parent meeting at the beginning of each season</td>
</tr>
<tr>
<td>For all new athletes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Order Uniform</td>
<td>See website for more information</td>
<td>A due date will be published on the website; we do a group order.</td>
</tr>
<tr>
<td>For NEW Novice/Varsity athletes only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regatta Fee payment</td>
<td>For long-distance regattas only</td>
<td>When travel plans are finalized, fee will be listed on website; usually due 2 weeks prior to regatta.</td>
</tr>
<tr>
<td>For Novice/Varsity athletes only</td>
<td>See website for more information</td>
<td></td>
</tr>
</tbody>
</table>

SWIM TEST
All NEW rowers must pass a before the beginning of the season, even if you did the summer Learn-to-Row program. If you were tested for Modified and are moving to Novice, no need for another test. Same for Novice moving up to Varsity.
- Wear a bathing suit and sweatshirt (bring a towel and dry clothes to change into after the swim test).
- You will swim 2 lengths and tread water for 10 minutes. Style doesn’t matter, but you must demonstrate that you can save yourself in the very-unlikely event you end up in the water.
- An athlete who is unable to successfully pass the swim test must wear a PFD (personal flotation device) when rowing.
- A BRC Parent will supervise the swim test at BHS pool during the Parent Meeting at the beginning of each season. Check the website for a link to the online sign up site: SignUp Genius.
- If you are unavailable on this date, please contact our Registrar to make other arrangements: Registrar@brightoncrew.org.
UNIFORMS

Uniforms are required when you register with BRC. The cost of uniforms is not included in the season fees. At times, there are recycled uniforms for loan or sale at a reduced cost. If you have a uniform issue, please contact Uniforms@BrightonCrew.org for more information. You can also visit the website link under “Merchandise”.

Uniforms are required for all regatta competitors:

- **Novice Sweep Rowers require the Racing T-Shirt**
- **Varsity Sweep Rowers require both a Tech Shirt and Unisuit**
- **Modified Rowers are not required to purchase uniforms, but it is optional to order the racing T-shirt**

All the following are custom ordered and carry the BRC logo:

- **Racing T-Shirt**: short sleeve of quick-drying athletic fabric
- **Tech Shirt**: long sleeve Spandex with long tail
- **Unisuit**: "Uni" for short, is one-piece Spandex combining a tank-top with shorts

THE ROWING SEASON: The rowing season aligns with the academic school year. Athletes can participate in one or both seasons; we have athletes who do another sport during one of the seasons. *Only Novice and Varsity teams participate in regattas.

FALL SEASON: Late August – Early November

- Novice and Varsity athletes begin practice in late August. Modified team members typically start in early September.
- Fall regattas consist of longer-distance “head races” of between 4 – 6 km; boats start at set intervals from one another and the time for each boat to complete the race is recorded to determine the winner.
- Selected Varsity may also get the opportunity to compete in the world-renowned Head of the Charles Regatta in Boston.

WINTER CONDITIONING: January – March

- Winter conditioning sessions are held prior to the start of the Spring season for returning as well as new athletes. The maintenance of fitness levels is essential to the team’s success in the spring.
- Winter conditioning consists primarily of land workouts on ergs or using free weights and cardio equipment.
- This is mandatory for returning Varsity athletes unless they are participating in a winter sport or school play with prior approval from the Head Coach. Novice athletes are encouraged to participate and Modified athletes are welcome to join in too.

SPRING SEASON: Late March – May

- The spring is our most intense competitive season, where our winter conditioning is put to the test and many championships take place.
- Novice and Varsity athletes begin practice in late March. The Modified team will start in early April. **Please note that all team members are expected to attend practices during spring break.**
- Spring regattas consist of 1500 – 2000-meter sprint races on a straight 4-8 lane course with all boats started at once; the boat that crosses the finish line first is the winner. Sometimes locations with limited space will stagger the boats.
- The NYS State Championship occurs once per year in mid-May, typically in Saratoga Springs, NY
- The Scholastic Rowing Association of America (SRAA) National Championship Regatta takes place in late-May. The US Rowing National Youth Nationals are held in June. Participation in both regattas is based on results from the State Championship.

SUMMER SEASON: July – August

- BRC runs summer “Learn to Row Programs” for prospective athletes who wish to try the sport before joining the team in the fall as a Modified or Novice athlete.
- We also provide summer programs for experienced athletes who wish to continue rowing between the spring and fall seasons.
- There may be other local clubs that offer a variety of summer rowing experiences. Contact the Head Coach for more information.
PARENT RESPONSIBILITIES
Parent involvement is vital to support our athletes and the club. Please review the parent expectations below:

- I understand that rowing is a physically demanding sport, requiring high levels of cardiovascular output, especially for the competitive High School program. If I have any concerns about my child’s medical fitness for rowing, I will discuss this with my child’s physician. I will provide a medical excuse from rowing or have my child cleared to row by the physician.
- I will review the BRC Handbook with my child, and do my part to ensure their responsibilities are met.
- I will arrange transportation and schedule other commitments to support my child’s full attendance at practices and regattas.
- I will ensure that registrations and payments for my child are completed in a timely manner
- I will review information about volunteering and sign up for activities in order to support the club.

SAFE SPORT POLICY
BRC has a Safe Sport Policy, as required by US Rowing, to promote an environment free from bullying, hazing, harassment (including sexual harassment), emotional misconduct, physical misconduct, and sexual misconduct (including child sexual abuse). Coaches, Board Members, and chaperones are required to complete an online Safe Sport tutorial. See the appendix for the complete policy. This policy applies to:

- Staff members and volunteers
- Brighton Rowing Club athletes and participants
- Parents of Brighton Rowing Club and participants

Staff Screening: All staff members must pass a formal screening process before performing services for Brighton Rowing Club. Elements of our screening process include, as applicable, successful completion of an application, interview, reference check, and criminal background check.

Reporting Procedure: Staff members, volunteers, athletes, and parents may report concerns to the Ombudsman or the Program and Staffing Committee. The Ombudsman is a BRC Board Member who works with the Program and Staffing Committee. The Ombudsman is charged with the unbiased evaluation of alleged misconduct.

- Regardless of who serves as Ombudsman, that person can be contacted via email at: ombudsman@brightoncrew.org. The ombudsman role has been put in place specifically to mediate sensitive concerns.
- Contact the Program and Staffing Committee via email at: programsandstaffing@brightoncrew.org; a direct contact with a phone number listed on the team roster/website. The Program and Staffing Committee serves as a liaison between BRC participants and staff.

Disciplinary Actions: Consequences for violations of the Safe Sport Policy, Code of Conduct and Travel Guidelines will be proportionate and reasonable under the individual circumstances. In addition to day-to-day guidance, BRC may take disciplinary actions such as:

- Inform the individual’s supervisor (adult participant) or the youth’s parent or guardian (youth participant)
- Provide the individual with guidance, redirection and instruction
- Temporarily suspend the individual
- Issue a verbal warning
- Issue a written warning
- Suspend or terminate employment or membership
Rowing is the ultimate team sport. Athletes are expected to attend and be on time for all practices and regattas unless cleared well in advance with the head coach. Just one person missing has a domino effect on all boats and negatively impacts the entire team. Athlete absences or tardiness require coaches to re-work lineups, change training plans, and delay the start of practice, which results in less time to practice and prepare for regattas. When athletes do not attend regattas, boat assignments and racing lineups must be changed, which may result in disqualifications, missed racing opportunities team members, and extra regatta fees.

Individual and family schedules need to be adjusted accordingly. After-school commitments, medical appointments, family trips, etc. should be planned around practice times and regattas. Practices are typically scheduled Monday - Friday after school, regardless of school holidays (e.g. Columbus Day, Spring Break) or early dismissal days. The regatta schedule for each season is posted on the BRC website at the very beginning of each season.

What is EXPECTED:

- Athletes will attend all scheduled practices and regattas, arriving on time, dressed in weather-appropriate clothing, with running shoes (in case of land practice or erging) and a full water bottle.
- All athletes will assist with practice/regatta set-up including, but not limited to un/loading and de/rigging boats, carrying oars, boats, and safety launches to the dock, and ensuring their own seat, foot stretcher, oarlock, and rigger are correctly adjusted.
- The head coach will maintain an attendance log for all practices and regattas.
- Athletes must plan individual and family commitments around practice times and regattas.
- Athletes must inform head coach of any unavoidable conflicts (e.g. religious observance), including exceptional circumstance that requires an athlete to arrive late or leave early:
  - **For regattas: Several weeks in advance**
  - **For practices: At least 1 week in advance**
    - It is the responsibility of the athlete/parent to e-mail the head coach, with the appropriate assistant coach(es) copied in, regarding a planned absence with a specific reason. If the athlete sends the e-mail a parent must be copied in. It is the coach’s prerogative to determine if the absence is considered excused or unexcused.
    - In the event of last minute illness, sick day from school, or family emergency, the parent should text the head coach immediately.
    - Athletes will remain at the practice or regatta until the end, when all equipment is put away, secured on the boat trailer, and the team is dismissed by the head coach or designated head coach for the event.

What is UNACCEPTABLE:

- Athletes arriving to practice late or leaving early, shirking their responsibility to help the team with equipment
- Last minute text messages from an athlete to excuse him/herself from practice.
- Asking a fellow team member to report an athlete’s absence to the coach.
- Attending practice, but asking to be excused from rowing due to minor aches and pains. If an athlete or parent has any concerns about the athlete’s medical fitness for rowing, discuss this with your physician. Please provide a medical excuse from rowing or have the athlete cleared to row by the physician.

CONSEQUENCES:

- After 3 unexcused absences, the athlete is suspended from the next race.
- If the athlete is absent during any of the 2 practice days prior to a race, the athlete is suspended from that race.
- Athletes/families will remain financially responsible for all races, regardless of suspensions.

I CERTIFY THAT I HAVE READ AND UNDERSTAND THIS ATTENDANCE POLICY AND WILL ADHERE TO THE GUIDELINES.
CODE OF CONDUCT

Revised 3/2017

Goals:
- Foster and maintain an environment which promotes physical and emotional well-being, as well as encourages a healthy balance between family, school, and sport.
- Teach rowing skills and inspire commitment to improving these skills through focused training and opportunity to compete locally and regionally.
- Create and reinforce a culture of respect for the athletic community, team equipment, and safety guidelines.
- Build teamwork, sportsmanship and competitive integrity with a spirit of camaraderie and enjoyment.

OUR VALUES:
- Balance
- Commitment
- Respect
- Teamwork
- Sportsmanship
- Integrity
- Enjoyment
- Inclusiveness

I recognize that my actions and attitudes reflect on the team and community, and I will represent myself and Brighton Crew in a positive manner always.

- I will respect my teammates, coaches, parents, volunteers, race officials, competitors and myself.
- I will use good judgement and responsible behavior.
- I will support my teammates’ efforts and celebrate their successes.
- I will not, in person, via phone or cyber-space
  - Make offensive comments based on physical attributes, skills, gender, race, ethnicity, culture, religion, sexual orientation, gender expression, or mental or physical disability
  - Violate the rights or privacy of others, or bully or haze them.
  - Use abusive or obscene language/gestures/images; fight, use weapons, lie, or steal
  - Engage in inappropriate displays of affection
- I will not use or possess alcohol, tobacco, weapons, illegal drugs, prescription drugs which have not been prescribed for me, or performance enhancing drugs.

SAFETY AND EQUIPMENT:
- I will follow commands from my coxswain, any Brighton Crew coach, and any regatta official, and will responsibly look out for the safety and well-being of myself and others.
- I will respect and properly use all equipment and facilities of Brighton Crew and host organizations. If I am unsure as to proper safe usage, I will ask for instruction.
- I will never take out equipment without permission and supervision.
- In the case of swamping or capsizing, I will stay with the boat. If assistance is not immediately available, all members of the boat will stay together and swim the boat to shore.
- In case of a crew member overboard, injured, or incapacitated, I will stop rowing and ensure one of the crew members signals the coach.
- I understand that I must report any injury, however minor, to the coach immediately.

Coaches who discover a violation will consider the severity of the violation in the context of how it impacts the team or safety of an individual and may report misconduct to the BRC Ombudsman. Consequences will be based on the severity of the violation and the Coach’s recommendation.

I CERTIFY THAT I HAVE READ AND UNDERSTAND THIS CODE OF CONDUCT AND WILL ADHERE TO THE POLICIES OUTLINED IN THE BRIGHTON ROWING CLUB TEAM HANDBOOK.
BRC TRAVEL PERMISSION FORM

CODE OF CONDUCT

I recognize that my actions and attitudes reflect on the team and community, and I will represent myself and Brighton Crew in a positive manner always.

- I will respect my teammates, coaches, parents, volunteers, race officials, competitors and myself.
- I will use good judgement and responsible behavior.
- I will support my teammates’ efforts and celebrate their successes.
- I will not, in-person, via phone or cyber-space
  - Make offensive comments based on physical attributes, skills, gender, race, ethnicity, culture, religion, sexual orientation, gender expression, or mental or physical disability
  - Violate the rights or privacy of others, or bully or haze them.
  - Use abusive or obscene language/gestures/images; fight, use weapons, lie, or steal
  - Engage in inappropriate displays of affection
- I will not use or possess alcohol, tobacco, weapons, illegal drugs, prescription drugs which have not been prescribed for me, or performance enhancing drugs.

TRAVEL GUIDELINES

- I will arrive at meeting places on time, obey instructions of chaperones, observe all designated quiet times and curfews, and not leave the hotel, bus, or regatta site without explicit permission from coaches or chaperones.
- I understand that I made have my belonging and/or room checked prior or during the trip if an inappropriate item is suspected.
- I understand that room assignments are based on logistical factors, not my personal preferences, and will cooperate with my roommates so everyone has a pleasant time.
- I will sleep in my assigned hotel room each night and will not switch rooms without permission from the Regatta Director.
- I understand that socializing should occur in public areas, not hotel rooms, and that any form of sexual activity, or situation that gives the appearance or opportunity for such activity, is not appropriate.
- Athletes of the opposite sex are not allowed into each other’s rooms, except in the presence of a coach or chaperone. No one, other than someone from BRC or a family member is allowed to visit in the hotel room of the athlete.
- I will respect other hotel guests by minimizing noise and avoiding horseplay in rooms, hallways, and public areas.
- I will not damage or remove hotel property, and I understand that I and my parent/guardian will be held liable for any damage/loss.
- I will stay on hotel property, observing designated curfew times, and not leave my room after room check except in an emergency to find a chaperone.
- Each room is responsible for setting an alarm and/or having a wake-up call to ensure athletes are ready to depart for the regatta site on time. Plan ahead in the evening about the order of taking showers, etc.

I give my child permission to participate in the Brighton Rowing Club Regatta Trip. We have read and understand the rules and guidelines above. Consequences if the athlete is found to be in violation, may include loss of racing privileges or being sent home at parent expense. Consequences will be based on the severity of the violation and the Coach's recommendation and misconduct may be reported to the BRC Ombudsman.

_________________________  ____________________________  _________________
Athlete Signature                  Print Name                     Date

_________________________  ____________________________  _________________
Parent Signature                   Print Name                      Date

BRC Handbook                    11                                     3/2017
TEAM INFORMATION

THE TEAM and PROGRAM

US Rowing (the governing body for the sport of rowing) advises rowers to be categorized into the levels of Novice and Varsity. This is to ensure fairness and safety in competition between athletes of similar skill and experience levels. BRC also has a modified team to allow younger athletes to get involved with rowing. No prior experience is required to join BRC. Competition placement is based on years of competitive racing, not age, so participants who start in mid to late high school still have the opportunity to do well in this sport.

Modified
- The Modified program rowing is open to 7th and 8th graders. Some 6th graders may be eligible if they have the height, weight, and maturity of an older student and can carry 30 pounds overhead.
- Practices may be 2 – 3 times per week.
- Modified athletes DO NOT compete in regattas. There may be demonstration or scrimmage events available for Modified boats to participate in. They do not need a uniform.
- Modified rowers and their parents are welcome to attend local regattas, mingle at the BRC tent, and cheer on the BRC teams!
- Athletes may join during one or both rowing seasons (fall, spring) and may join Winter Conditioning as well.

Novice
- Regardless of age, grade, or previous participation in Learn To Row or Modified programs, new High School rowers are placed on the Novice team.
- Practices are 5 days per week after school.
- Novice athletes participate in regattas and wear a Racing T-shirt uniform (must be ordered). Rowers are generally on the Novice Team for two competitive seasons before moving to the Varsity Team or at the next academic year boundary.
- Novice athletes may join during one or both rowing seasons (fall, spring) and are encouraged to participate in Winter Conditioning.

Varsity
- The Varsity Team is for high school students who have completed two competitive seasons as a Novice.
- Practices are 5 days per week after school.
- Varsity rowers participate in regattas and wear a Tech Shirt and a Unisuit (must be ordered).
- Once an athlete is on the Varsity team are Varsity, you stay Varsity, even if you take one or more seasons off from rowing.
- Novice athletes may join during one or both rowing seasons (fall, spring) and are encouraged to participate in Winter Conditioning.

CAPTAINS

Each season team captains are nominated and voted on by Novice and Varsity team members. In order to be considered as a captain and athlete should be:
- A strong leader by example; one of the hardest workers on the team, displaying a high level of commitment, focus, intensity, passion, and effort
- A leader with good communication skills; one who will encourage, support, and positively hold all teammates accountable

The primary purpose of team captains will be to positively influence teammates on-and-off the water, at extracurricular school and non-school activities, and in the local community. Captains will report to the Head Coach.
PRACTICES
The Novice and Varsity teams practice 5 days per week, Monday through Friday after school. The Modified team practices 2 – 3 days per week after school as well. Practice schedules continue over most school breaks, holidays, and early dismissal days. Check the calendar on BRC website.

Practice Cancellations: Practices (and regattas) are very rarely canceled. We row in rain, cold, and sleet. If electrical storms or river current and debris make the water unsafe, practice will be held at the boathouse using erg machines and other on-land workouts. In the unlikely event that practice is cancelled, we will send an email and a text to athletes and parents.

What to Wear: The boathouse has limited changing facilities and space to leave extra clothing. Rowers should arrive to practice already dressed to exercise. Synthetic, technical fabrics are best because they are lightweight, durable, and wicks moisture away from the skin; the fabrics’ heating or cooling properties are not diminished when wet. Bottoms should be tight-fitting to avoid catching in the boat’s moving parts; running/cycling shorts or leggings are ideal. Layers on top allow easy adjustment for weather or exertion levels. A snug, breathable hat is useful for cold weather or sun glare. Your shoes get left in the open at the dock - the boat has special shoes built in to it, so consider boating shoes that are easy to get on and off and not valuable. Socks help prevent blisters, and those with small feet may want thicker socks to help fill out the boat shoes; consider wool or synthetic socks as your feet will likely get wet. Bring running shoes in case you are erging or jogging.

What else to bring: There is no reliable source of drinkable water at the boathouse. Hydrate before arriving, and bring a full water bottle. Be mindful of sun exposure, use sweat-proof sunscreen as needed. If you require an asthma inhaler, epi-pen, or similar item, be sure you have it with you in the boat.

Belongings and Valuables: Belongings are left in the locked boathouse during practice. Although the boathouse is locked, neither it nor the parking lot are patrolled and it is a publicly accessible area. We recommend that you avoid bringing valuables to practice. Fragile items such as smartphones may get dropped or stepped on, a protective case is helpful. Since cell phones and water do not mix, most athletes leave their phone in the boathouse. Coxswains will be asked to have a phone with them in case of emergency and a waterproof packet is provided.

Transportation: Transportation to/from practice and local regattas is each family’s responsibility. Car pools are available. Members receive a roster with teammates’ contact information. Contact registrar@brightoncrew.org if you need a copy.

COLLEGE and BEYOND
Most of our high school athletes find that rowing helps their grades and study habits. Although the time commitment is high, rowing is great stress relief, and the kids learn to manage their time effectively. College admissions officers often view high school rowing as a sign of discipline, commitment, and responsibility.

Do colleges recruit rowers? Are there scholarships? Yes. Rowing is the oldest intercollegiate sport in the USA. According to eCollegeFinder, rowing is the sport with the highest opportunity for college scholarships, for both rowers and coxswains. Of course, elite programs are very selective. Athletes with competitive college rowing ambitions should start their research and planning in spring of High School sophomore year or no later than fall of junior year. In general, college coaches are interested in: a student’s GPA, erg times, and coachability. Go to the US Rowing website usrowing.org and type College Recruiting into their search bar. There is a wealth of information and guidance available.

What about “club rowing” in college? Many colleges have “club teams”, or there may be opportunities to row with an adult club.

Are there opportunities for rowing as an adult? Absolutely! Rowing is a lifelong sport, and many rowers continue competing or rowing recreationally, into their 80s. You can row as part of an organized team/club, or just buy a single and go sculling on your own.
**REGATTAS**

Regattas are crew races for the Novice and Varsity teams, similar to track meets, with events scheduled throughout the day. The larger ones feature a festival-like atmosphere. They are a big commitment, often on consecutive weekends, but the racing season is short, and regattas are the icing on the cake. Novice and Varsity athletes need to be at the regatta all day and have responsibilities even when they are not racing. When the athletes aren’t racing, or performing team duties, they are usually lounging at the team tent, eating, checking out the vendor stalls, or watching the action. You might even spot one reading or doing homework!

**LOGISTICS**

**Attendance:** Regattas are NOT optional. Please plan your family calendar around the regatta schedule which is posted well in advance on the BRC website. We understand that there may be unavoidable conflicts or family/medical emergencies that arise. If an athlete cannot attend a regatta, or can’t row due to an injury, notify the head coach immediately. Don’t back out at the last minute, letting your whole boat down! Deadlines for entering line-ups are scheduled weeks before the event, making changes in line-ups can be difficult. Sometimes boats have to be scratched, and this means the other athletes in the boat may not get to participate because of the conflict of one rower.

**Boat Assignments:** Athletes are assigned to boats based on a complex set of factors that includes: size, power, endurance, skills, port/starboard proficiency, teamwork, attendance, and dedication. Assignments are also influenced by the number of athletes and boats we have available, the timing of different events, and developmental goals the coach has for individual athletes and the team overall at each regatta. We aren’t always trying to make the fastest boats at every regatta, sometimes we are trying to build toward longer term goals. As a result, athletes may be boated with others of similar strength and skill, or placed in key positions to provide pacing or stability for less-experienced athletes. If athletes or parents have questions or concerns about boat assignments, they should feel free to speak with the coaches.

**How do I find out Regatta details?** Check the regatta schedule page on the BRC website and find links to the “detail page” for each regatta which will include the location, time, etc.

**Do Modified Rowers attend regattas?** To maintain Novice status for High School rowing, Modified rowers DO NOT compete in any regattas. There may be demonstration or scrimmage events available for Modified boats to participate in. Modified rowers and their parents are welcome to drop in at local regattas, cheer for their high school teammates, and enjoy the Hospitality tent.

**Do all High School Rowers race in regattas?** Yes, we strive to have all members of our Novice and Varsity athletes race in each regatta. There is a “seat in the boat for everyone” who demonstrates commitment to the team. A few regattas are Varsity-only, or selected Varsity only. Regattas are selected to provide a range of fun to competitive experiences, and keep the travel schedule and costs manageable.

**Should parents attend regattas?** Parents and other spectators are strongly encouraged to attend regattas. Athletes appreciate your presence and support, even if they don’t admit it, or prefer to spend time with their teammates. The regattas are typically held in attractive waterfront settings, with opportunities for spectators to walk, read, or socialize at our hospitality tent, as well as get away from your inbox and household routine and relax enjoying the outdoors, cheering as our boats pass by. We always need parents to help out at the tent too, whether by signing up in advance on Sign Up Genius, or just seeing what needs doing once you arrive.

**Where do I go when I arrive? Where do I find my child at the end?** As you approach the regatta area, parking attendants or signs will direct you where to drop off rowers and where to park. Rowers typically report to the boat trailer upon arrival. Depending on the regatta, we may be using Brighton’s boat trailer or sharing with another club, coaches will inform rowers of the general location of the trailer, but rowers should plan about 15 minutes to find the trailer. Parents usually start their day at the BRC Hospitality tent - look for it among the other team tents. At the end of the day, the Hospitality tent gets broken down and supplies packed up. You will usually meet your child near the trailer area at end of day. Note that your child is not free to go until all equipment is loaded and they have been dismissed by their coach.
What about water, food, and shelter at the regatta? BRC volunteers operate a Hospitality Tent at each regatta, which includes a kitchen and lounge area. This provides the social hub, food, and weather protection for kids and families. There is usually enough food for everyone, but if we do run out, or you are looking for something different, there are commercial vendors selling food at most regattas. During away regattas, the kids may also be allowed to use the bus as a warm and dry place to hang out.

What to Wear: Remember you will be out all day, and the weather may change suddenly.
- Everyone should consider wearing a hat ad sunglasses.
- Athletes:
  - Wear uniform (varsity bring the long sleeve shirt if not wearing it, even if you think it’s a warm day)
  - Wear layers on top of uniforms such as warm up pants, sweatshirts, jacket; bring extra socks
  - Shoes suitable for carrying the boat and leaving at the dock
- Spectators:
  - Dress in layers, be prepared for anything from warm sun to cold rain and mud
  - If cold or rain is likely, then waterproof boots, umbrella, and rain jacket/pants are nice

What to Bring:
- Everyone should bring water bottles.
- Sunscreen and bug spray may be helpful; extra supplies are usually available at the Hospitality tent.
- Spectators:
  - Bring a folding chair as seating is typically not provided at regatta venues, and a blanket to keep your legs warm
  - Many people bring books or magazines to read
  - Some venues feature a bike path that parallels the race course
- Athletes:
  - BRC has a blanket box with a variety of blankets available, but you can bring your own special blanket or pillow
  - Many athletes do homework between races and responsibilities
  - Bring emergency medications such as an epi-pen or inhaler
  - A backpack or drawstring bag to keep all of your belongings together

*Note that BRC cannot be responsible for cellphones, iPods cameras, clothing, etc. left at the tent, and that items left loose are likely to get wet or stepped on. Please keep your items packed together and pick up your belongings from the tent before it gets broken down at end of day.

RACING
There are different events based on experience/gender of competitors, the size of boat, and the style of rowing. Different regattas may categorize events using a variety of terms: novice, freshmen, junior varsity, varsity, club, scholastic, lightweight, midweight, heavyweight etc. Your child will know what event(s) they are rowing. Depending on the size of the regatta there could also be heats, semi-finals, and finals for each event. BRC may have multiple boats in the same event. Medals are awarded separately for each event. If a boat wins their event, everyone on that boat gets a medal.

- Fall regattas are typically long distance (4K to 6K meters) Head Races. Boats leave the starting line one at a time, a few seconds apart, and the boat with the shortest time from start to finish wins. A Head race typically takes ~20 minutes from start to finish; the big excitement is when a later-starting boat gets to pass an earlier-starting boat, guaranteeing a better time.
- Spring regattas are typically short (1500 to 2000 meters) Sprints. Depending on the venue, two to six boats race side by side, in lanes marked with buoys. Sprints typically take under 8 minutes start to finish and are very exciting, especially when you have multiple boats sprinting to the finish side by side. The winner is often only ahead by a few hundredths of a second.

How will I know when a race is? We typically create a BRC Race Schedule to help athletes, coaches, volunteers, and parents stay on time and aware of regatta responsibilities. The Hospitality Tent has a white board listing all BRC events, with the bow number, time they depart the dock, and the start time. Just ask an experienced parent or athlete to help you interpret.
- Crews usually meet at the trailer about an hour before their start time, to check rigging, adjust shoes, and carry the boat to the dock. They launch from the dock 30 to 40 minutes before start time, in order to warm up and row to the starting line.
- Depending on the length of race, it may take 10 to 30 minutes to row from start to finish. Then the crew has to paddle back to the dock, and get the boat back to the trailer.
- Most event schedules are also available ahead of time at Regatta Central; just go to the specific regatta and, on the left-hand menu bar for that regatta, click on event list to see the start times for each event. Be aware that schedules often shift during the day.

What are good viewing spots for the action? You need to decide whether you want to see the Start, Middle or Finish of a given race, and position yourself accordingly (or bike to multiple viewing spots throughout the race). Ask an experienced parent at the hospitality tent to direct you to good viewing and cheering spots for this particular regatta. If the course passes under bridges, many people enjoy viewing from the top of the bridge, or underneath where you get close to the crews passing by and your cheering is amplified. Depending on the regatta, the Hospitality tent may not have a view of the race course and you will need to walk to a viewing area. It is also interesting to watch the action at the dock, as long as you stay well out of the way.

Can parents visit the boat trailer area during the day? The trailer area is quite crowded, has periods of intense activity when multiple crews are trying to load and unload boats, and contains a lot of fragile expensive equipment. It is also where coaches will hold pre-and post-race meetings with the teams. We ask that the trailer remain an “athletes and coaches only” zone during busy times. If you are near the trailer area during quieter times, please be alert for teams moving boats and for equipment stored on the ground or in low slings. Pets and small children are not appropriate for the trailer area at any time, unless they are held securely in your arms.

TRAVEL ARRANGEMENTS

Regatta Costs: The Regatta Director will handle the paperwork, hotel, and travel arrangements for all regattas. Local regattas (those with no overnight, such as Rochester, Pittsford, Buffalo, Syracuse) are already included in your season dues, so there is no additional fee. There is no credit given for non-attendance. For away regattas, fees will be finalized once we know the travel and lodging details and the entry fees being charged by the regatta organizers. All Novice and Varsity athletes help pay for the regatta, as costs are evenly divided between team members, even those who are not attending or riding on the bus for away regattas.

Travel arrangements for local regattas: Families arrange their own transportation. Car pools are a popular approach. When planning transportation, bear in mind that athletes are expected to be at the regatta for the entire day. Coaches and the regatta details page will provide specific arrival times. Athletes will be dismissed when the last boat has been de-rigged and loaded, typically around 5 or 6 pm. If athletes leave early, then those who race last are stuck doing everyone else’s work. If you know that your child has to leave early, please communicate that to the coach in advance and have your child ask their team mates in advance to cover for them.

Travel arrangements for away regattas: BRC arranges hotel and transportation by motor coach or passenger van. Parents are encouraged to attend away regattas to support their rower and the team and some parents may be needed to volunteer as chaperones. BRC reserves rooms for rowers, coaches, and chaperones. BRC will also reserve a limited number of rooms for parents. Parents must call the hotel directly and book the room in their name. Please check with our Regatta Director for availability.

- Athletes: We assign ~4 kids per room, separating boys and girls. All athletes get a seat on the bus. Parents are responsible to transport kids to/from the bus, which typically departs from the Brighton High School parking lot. If you want to drive your child one or both ways, please check with Regatta Director ahead of time. Some venues are very large and do not allow individual car access, so we will require all athletes to ride the team bus to the venue.
- Coaches, official drivers for the team, chaperones, and Hospitality lead: BRC covers double-occupancy hotel rooms, please discuss roommate arrangements with the Regatta Director. If you prefer a private room, you are responsible to pay for it and BRC will reimburse you for half of the cost. Chaperones are required to ride the bus or drive vans as well as chaperone at the hotel. Coaches and Hospitality Lead have the option to ride the bus if seats are available, or to have BRC reimburse gas and tolls.
- Parent, spectators, and other volunteers: BRC does not cover your hotel, but there will usually be rooms available at the BRC group rate. Contact the hotel directly to book, and do it early as the hotel stops offering the group rate once the date draws near. The Details web page for each regatta will list the name and contact info for the hotel. BRC does not reimburse your travel cost. If there are seats available on the bus, you may ride the bus.
- Those riding the bus may leave their cars in the back of the Brighton High School lot, behind the field house. Brighton High security asks that you leave a visible note on the dashboard saying Brighton Rowing Club Bus Trip, and listing expected
return date/time, and a name and phone # for emergency contact regarding any issues with your vehicle. The Regatta Director will provide blank dashboard notes.

Can I combine a regatta with a college visit? To be practical, this requires driving down day(s) early or staying extra day(s), since athletes are required to be at the regatta the entire day on competition days. DO NOT plan on athletes attending any college tours or meetings on regatta days. For some regattas the team will be rigging and practicing on the racecourse the day before racing - please check before making plans.

Who is responsible for the athletes at regattas? At the venue, the coaches are in charge. On the bus, hotel, and organized meal stops, the chaperones are in charge. This does not mean they are watching the kids every minute - athletes are expected to act safely and responsibly at all times, and exercise good judgement. If a serious violation occurs, you will be asked to come and get your child immediately.

HOSPITALITY
Crew Hospitality provides rowers and their families with a home base during day-long regattas. We provide food, beverages, and shelter for the crew team in between races. The Hospitality Tent is a great place for parents, siblings, and special guests to hang out and cheer on the team. We usually set up two tents – one for the “kitchen” and one for team members to “lounge”.

There is plenty of food to share with BRC family members and fans - after we make sure the team is fueled up. Athletes may have a narrow window of time to eat before racing, or come off the water cold and hungry, so check in with Hospitality volunteers before serving yourself. At every regatta there will be vegetarian options available as well as fixings for peanut butter and jelly sandwiches. Please let the Hospitality Coordinator know if your child has any serious food allergies.

Hospitality for BRC starts early in the morning, well before the first race of the day, and doesn’t end until the rowers from the last race get a chance to have something to eat and drink. There is a lot that happens at the Hospitality Tent during a one-day regatta and we need your help! You don’t have to commit to the entire day, just a few hours in the morning or afternoon depending on your schedule. We have divided the responsibilities into two teams, staffed by parent volunteers:

Morning Hospitality Team:
- Put up tents at the hospitality location.
- Set up tables, stove/grill, and team rest area
- Unpack hospitality containers
- Prepare/serve breakfast
- Maintain breakfast foods/snacks throughout the morning

Afternoon Hospitality Team:
- Prepare/serve grill items and salads
- Maintain lunch/dessert/snacks throughout the afternoon
- Pack hospitality equipment into appropriate containers
- Take down stove/grill and tables
- Fold up tents and return to storage cases

We use Signup Genius for each regatta to create a specific list of jobs and food that is needed. Detailed directions for some of the hospitality jobs are on the website to assist you. If anything is unclear about how to sign up to assist with a regatta, please contact the Hospitality Coordinator. Each family needs to:
  - Sign up for “active” job per regatta (Novice/Varsity parents):
    - Hospitality team
    - Water jugs (fill up), Dishwasher (at the end of each regatta)
    - Shopping or packing food
    - Regatta Pit Crew assistance
  - Volunteer for at least one food/supply item for Hospitality tent