



Our camp manual has been created to make it easier to find important information and refer to our camp policies. If there is any additional information you would like to see added, please forward any comments or questions to Boating Supervisor, Sarah Herbelin at sherbelin@oaklandnet.com.

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Welcome to Lake Merritt Boating Camps!

OPRYD Mission Statement

Oakland Parks and Recreation and Youth Development is committed and dedicated to offering quality services, activities, and programs open to all Oakland residents and visitors.

Our goal is to cultivate awareness about the availability, accessibility, and affordability of Parks and Recreation services.

We offer fun activities in a clean, safe, healthy environment that provide opportunities for personal growth and skills development.

We strive to foster community ownership and launch best practice standards to operate and maintain our facilities, playgrounds, and parks to preserve the beauty and legacy of our City.

Camp Goals & Outcomes

At Lake Merritt we provide a safe, fun environment to learn and practice boating and sailing skills. Campers will learn about safe boating practices, teamwork, and how to take care of boating equipment. At the end of their one week camp they will be awarded a BLUE CARD. Explorer campers will receive a Free Boat Rental Card which entitles them to rent any muscle powered boat. The sailing camps, upon passing the camp skills evaluations, will receive a card permitting them to rent the boat(s) they have been checked off on for free until they are 18 years of age. These cards are not replaceable.

Camp Contact Information

Gabriel Gipson, Boating Program Director ggipson@oaklandca.gov

Lake Merritt Boating Center, 568 Bellevue Avenue, Oakland 94610
Office Phone Number: 510-238-2196

Jack London Aquatic Center, 115 Embarcadero, Oakland, 94607
Office Phone Number: 510-238-2196

Camp Dates

Registration for summer camp begins February 1st. Camps typically run from mid-June through mid- August. To check dates and to register please visit www.sailoakland.com or call 510-238-2196 for information.

Hours of Operation

Camps at Lake Merritt are held Monday through Friday from 9:00 am to 3:30 pm. Jack London Aquatic Center Camps are held 9:15 am-3:45pm. We offer before and after care for \$15 a day for the Lake Merritt Boating Center camps only.

Before Care*	8:00 am @ Lake Merritt Boating Center
Camp Hours	9:00 am - 3:30 pm for LMBC & 9:15 am - 3:45pm for JLAC
After Care	3:30pm - 6:00 pm @ Lake Merritt Boating Center

*Before Care is not offered Monday morning for Explorer Campers as they meet at Temescal Swimming Pool (371 45th Street near Broadway) for water safety training. No before or after care for JLAC camps.

Youth Programs (Ages 7-17)

From Basic Boating to Advanced Sailing, we have a summer program just for you! Youth build confidence in their bodies and independent achievement, team work, and personal responsibility from boating and sailing. Younger kids start with pedal boats, canoes, and kayaks then advance into our Optimist Prams introduce them to capturing the wind to power their boats. Each class builds skills and introduces new boats as campers' progress from Lake Merritt to the Oakland Estuary and San Francisco Bay.

Lake Merritt Boating Center

Explorer Boating Camp
Basic Sailing Camp
Intermediate Sailing Camp
Junior Leadership Camp

Jack London Aquatic Center

Advanced Sailing Camp
Catamaran Sailing Camp
JY-15 Sailing Camp
Intro to Racing

Explorer Boating Camp

Explore Lake Merritt on a variety of vessels including pedal boats, dragonboats, kayaks, and canoes. Adventures abound learning about maps, arts and crafts, visiting local lakeside plants and wildlife at the botanical gardens and the bird sanctuary. The camp starts with a water safety session at Temescal swimming pool.

No experience is needed.

Ages 7-10 Cost \$250 Non-Resident \$300

Explorer Campers: **MONDAY MORNING ONLY 9:00 AM - drop off your Explorer Camper at Temescal Swimming Pool at 371 45th Street near Broadway.** (At that time, please pick up a free parking pass from the counselors, which you can display at the Lakeside Park kiosk for entrance for pickup/drop-off for the week). A water safety session (not a swim evaluation) with life jackets will be conducted to assess comfort level around water. It is not required that campers know how to swim but they must be comfortable in the water. **All campers must attend the pool session, regardless of past swim and camp experience.** Please remember a bathing suit and towel. After the pool session, campers will be transported to the Lake Merritt Boating Center. Life jackets are worn during all boating activities. Before care (8am-9am) is available every day, **except Monday morning** when the camp meets at Temescal Pool. Aftercare is available every day from 3:30-6pm.

Basic Sailing Camp

This entry level sailing class gives kids a chance to get their "sea legs". The campers start by learning the parts of the sailboat and by week's end understand wind direction as it relates to propelling and more importantly controlling their sailboat. Games and drills on the water help to teach these basic skills.

No experience is needed, but a swim evaluation is required.

Ages: 10-17 Cost: \$250 Non-resident \$300

Intermediate Sailing Camp

Sailors are taken to the next level while keeping an emphasis on safety and fun! More advanced sailing skills are covered on faster, more challenging sailboats. Intermediate Sailing gets you ready to sail at Jack London Aquatic Center on the Oakland Estuary. US Sailing Small Boat Sailing Standards will be taught and assessed during the week of camp. One of the skills covered is capsizing, be prepared to pass a capsize drill during your week of camp. Bring a change of clothes. Once they advance to the Estuary and complete the person overboard skill they will receive a US Sailing Record Book. Most campers take multiple weeks of Intermediate Sailing before they are ready for camps at Jack London Aquatic Center.

Prerequisite: Basic Sailing

Ages: 10-17 Cost: \$250 Non-resident \$300

Estuary Camps

The Oakland Estuary is a pretty big step up for most campers who only know Lake Merritt. The winds and currents are stronger as well as an introduction commercial boat traffic. To ensure that your camper and their skill match our requirements, please check in with us and your sailor. Those who successfully meet these requirements in Intermediate Sailing will receive a Blue Card which states they are "Estuary Ready". Most campers take at least two weeks of Intermediate Sailing Camp to meet these requirements.

Advanced Sailing Camp

Looking for more advanced sailing than Lake Merritt offers? Join us at the Oakland Estuary and build your sailing skills. Learn basic racing techniques. Knowledge brings confidence when you're riding the wind in a high-performance sailing dinghy such as Bytes and Lasers. US Sailing Record books will be issued after completing person overboard drill.

Prerequisite: Passing Intermediate Sailing camp or U.S. Sailing small boat sailing standards.

Ages: 12-17 Cost: \$300 Non-resident: \$360

JY-15 Sailing Camp

Add another boat to your repertoire by sailing the performance JY-15's on the Oakland Estuary at Jack London Aquatic Center. Learn team sailing skills and build more confidence sailing on the Estuary.

Prerequisite: Passing Intermediate Sailing camp or U.S. Sailing small boat sailing standards.

Ages: 12-17 Cost: \$300 Non-resident: \$360

Catamaran Sailing Camp

Learn to sail smaller versions of the catamarans used in the America's cup with this great introduction to multi-hull sailing. Sail Hobie 16s on the Estuary and learn to trapeze!

Prerequisite: Passing Intermediate Sailing camp or U.S. Sailing small boat sailing standards.

Ages: 12-17 Cost: \$300 Non-resident: \$360

Intro To Racing

This is for youth who want to really improve their sailing skills and confidence either to race, enjoy day sailing/cruising, and/or looking to become sailing instructors. Participants will gain racing skills and may have the opportunity to compete in a local regatta. Coach Dan Ouellet is an American Sailing Association and US Sailing certified instructor and has competed at a National Level aboard FJs, El Toros, Bytes, Lasers, and JY-15s.

PRIOR SAILING EXPERIENCE REQUIRED

Sailors should have learned the fundamentals of sailing and be able to sail a single-handed dinghy (BYTE or Laser) around a course. Youth who have completed an Estuary (JLAC) sailing camp level or above and are looking to become Counselors in Training (CITs) are encouraged to enroll.

IMPORTANT INFORMATION: Do not go to Lake Merritt Boating Center -- Sailors meet at Jack London Aquatic Center located in Estuary Park at 115 Embarcadero West, between Oak and 5th Avenue. **The Embarcadero Bridge between Oak and 5th Avenue is closed for construction. More information at: <http://www.oaklandnet.com/Embarcadero>**

Summer Camp Week

Camp Week August 3th -7th from 9:15am-3:45pm @ JLAC

Junior Leadership Camp

This camp is designed for sailors who want to pursue future camp and sailing instructor opportunities. This small-group, hands-on, and fun training is focused on developing yourself as a role model and leader for younger kids, learning skills to help safely lead camp games and activities, and the fundamentals of teaching boating safety and skills. Selected individuals will have the counselor in training program for the summer camp season. This is offered typically the third week of June only. Selected campers will be chosen to become Counselors in Training (CIT's) for the remainder of the summer.

Prerequisite: Estuary (JLAC) Sailing Camp

Ages: 14-17 Cost: \$250 Non-resident \$300

Boating & Water Safety

In each course we will teach water safety techniques to ensure safe boating practices. Campers are required to follow all safety rules including but not limited to personal safety of protecting from sun and the elements; lifejacket protocols; proper usage and stowage of equipment.

Blue Card and Redbook Certification Program

Upon completion of our courses your camper will receive a blue card. This card will allow them to sail here at Lake Merritt for free until they reach 18 yrs. of age. Explorers will receive a free boat rental card, this card is not replaceable. All rental rules apply; supervision is required for campers under the age of 16.

For Advanced Sailors we will be offering the US Sailing Small Boat Sailor Certification Record Books. This is designed to give the campers an organized set of goals to achieve by the end of Intermediate camp. It is sometimes necessary for campers to take more than one week of Intermediate in order to get all of the skills signed off and be ready for more advanced sailing camps. As campers master the skills in the red booklet they will be checked off for all but one skill. Once campers reach advanced camps on the Estuary, they will demonstrate one last skill, person overboard, and receive their Record Book or Redbook from US Sailing. For

more questions about the red booklet certification program and Estuary skill requirements please call Boating Supervisor Sarah Herbelin at 510-238-2196.

Scholarships

Limited scholarships are available for Oakland youth with financial need. Financial Assistance Applications are available on-line at www.sailoakland.com and at the Lake Merritt Boating Center. Call 510-238-2196 for questions.

Sign-In/Sign-Out Procedures

Sign your camper in and out with their individual camp. Counselors will be located outside the classroom doors. Campers may be signed in no earlier than 8:50am and signed out no later than 3:40pm.

In the morning camp staff needs time to prepare the classrooms and safety equipment and coordinate the day's plan based on weather and camper needs. They are not able to safely supervise early campers. Any campers remaining after 3:40pm will be signed into the Aftercare program and parents picking up after this time will be charged the \$15 daily rate.

Parents must sign in and out each day unless they have checked the "Child may walk home" section of the registration form. It is helpful to check in with camp counselors each day to exchange information about your child.

Early Pick-Up Procedure

If you need to pick a camper up early, please let a counselor know in the morning or call the office to ensure that they will be off the water and ready for you.

Authorization To Pick Up Campers

You may designate who may pick up your child or if your child may walk home on the Registration Form. If you wish to make changes to this information once camp has started, check in with the camp instructor for a permission form and complete it for each child.

Before & After Care

Before and After Care is available for campers enrolled in Lake Merritt Boating Center camps at \$15.00 per day (\$75.00 for the week, you must register for each day). You can register the day of with the office staff.

NOTE: Monday Before Care is not available for Explorer camp because campers meet at Temescal swimming pool (371 45th Street near Broadway) at 9am, but Monday after care is available.

Before Care **8:00 AM** - 9:00 AM *SIGN YOUR CHILD IN at the BOATING CENTER*
568 Bellevue Avenue (Turn in at the Sailboat House Sign).

After Care 3:30 PM - 6:00 PM *PICK YOUR CHILD UP at the BOATING CENTER*
568 Bellevue Avenue (Turn in at the Sailboat House Sign).

Campers will have the option of boating near the docks, playing games near the classrooms, or quietly reading if desired.

There is a \$1 per minute late fee policy in place after 6pm if you are late picking up your camper. At 6pm your child will be in the office waiting for pick-up. Sorry, extended care is not offered for Estuary (JLAC) classes.

Explorer Camp Transportation

On Mondays, Explorer campers will meet at Temescal swimming pool (371 45th Street near Broadway) *no earlier* than 9:00 am. There is no Before Care for Explorers on Monday mornings! We use the pool as a chance for the younger campers to get used to life jackets and learn what to do if they capsize a boat in Lake Merritt. This is where camps starts, campers learn the camp rules and meet each other and their instructors. Even if your child has completed the water safety training previously, she/he must begin camp at Temescal swimming pool.

After the water safety training, campers are transported to the Boat House via an Oakland Parks and Recreation bus or van arriving at the Lake by 11:00 am. Explorers do not receive a swim evaluation (swimming without a lifejacket) at this time.

Swim Evaluation

All sailing camps require a pre-camp Swim Evaluation. Bring it to camp the first morning and give it to the counselor. Swim Evaluation Forms are available at the Lake Merritt Boating Center office and on-line at www.sailoakland.com. If your child has a Swim Evaluation on file from a past *sailing* camp, (not including Explorer pool sessions where youth are in lifejackets the whole time) you do not need to complete a new one.

We *do not* administer swim evaluations in any of our camps. Swim Evaluations can be completed at any pool with a certified lifeguard including the Oakland Pools.

Oakland Pools Boating Camp Swim Test Scheduling Guidelines

For inquiries regarding boating, rowing or other swim tests to be taken with Oakland Parks, Recreation and Youth Development (OPRYD), please follow the guidelines below. **Advanced scheduling is required.** You may also go to any other pool of your choice which has a certified lifeguard.

- Individuals or organizations should first contact the Aquatics Unit via email at OPRAquatics@oaklandca.gov to schedule a time.
- All skill tests will be given during the following times with advanced scheduling:
 - September through October: Saturdays between 3:00pm-5:00pm
 - November through March: No available times.
 - April through May: Saturdays between 3:00pm-5:00pm
 - June through August: Limited to no availability.
- Testing will take place in the deep end (approx. 9 ft) of the facility during our scheduled public recreational swim times by a certified aquatics staff member.
- Testing will take place at one of two facilities:
 - Lions Pool – 3860 Hanly Road, Oakland, CA 94602 located in Dimond Park
 - Temescal Pool – 371 45th Street, Oakland, CA 94609 located behind Oakland Technical High School
- Fee: \$3 per person (effective 5/1/18)

The Swim Evaluation consists of swimming 25 feet and then treading water for one minute, as well as swimming for one minute and floating on a retrievable floatation device for an additional minute. It is not a test

where youth pass or fail, but a tool to evaluate their comfort in the water and assist parents, campers, and staff in keeping campers safe and comfortable during sailing programs. If your child is afraid of the water or extremely hesitant to be in the water, it might not be the right time for a sailing camp. While learning to sail it is not unusual for campers' boats to capsize, resulting in a sudden and unexpected immersion in the water.

Exceptions:

Swim coaches may sign without administration of the test for active swim team members. Students who have earned Merit Badges, or possess certification from Red Cross, Swim America, YMCA, or other recognized organizations may present those certifications in lieu of the evaluation. Be prepared to present them to the instructor or office the first session of class.

Medications

Camp instructors can remind campers, but not administer any medication so please make sure your child is well prepared each day and has what they need and knows how to take it. When registering, indicate all medical information so our staff is well informed in case of emergency. Medications which must be available at all times (such as an epi pen) should be brought in a water proof container and a pouch that can go with the camper on the water. Zip lock bags work well for water proofing.

If your child usually takes medication and you are planning on taking them off of it for camp, please let us know. In the past this has resulted in behavior that was not compatible with program safety for some campers.

Supporting Your Child

Please share any major life changes or other information about your child that will better enable us to support them in boating camps. When instructors are aware of learning differences or behavioral diagnoses it assists them in supporting your child in a successful week of camp. Check in with the instructor the first day of camp for any special concerns or updates or call the boating office at 510-238-2196 if you wish to discuss your child's situation prior to the start of camp.

Special Needs/Inclusion



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please request five days in advance: email eburton@oaklandnet.com, call (510) 867-0654 or 711 for California Relay Service.

Illness/Injury

Camp staff is First Aid and CPR certified. If an incident occurs, staff will provide immediate treatment to their level of certification or contact Emergency Medical Services for advance treatment. Staff carries radios for rapid communication on the water. You will be contacted as soon as possible. Please ensure that your emergency contact information is correct and up to date. If your child has a fever, is vomiting, or is not feeling well enough for vigorous physical activity, please keep them home for adequate rest and recovery.

Lunches/Snacks

Please provide your child with a healthy, nutritious lunch and snack every day. During camp we expend a lot of energy so make sure your child has enough food to get them through the day. Campers staying for After Care should bring additional snacks if needed. No food is provided by the camp. If this is ever an issue please let an instructor know.

Provide a re-fill able water bottle. Being on the water it is important for your child to stay hydrated. We will encourage them to drink water, **not juice or sport drinks**, before, during, and after camp.

On Fridays we have a camp potluck and encourage each camper to bring something healthy to share with everyone *in addition* to a small lunch. Paper products such as plates, napkins, etc. are also welcomed! Please NO NUTS for the potluck as there are many nut allergies.

What Not To Bring To Camp

Please leave all electronics, toys, jewelry, and expensive clothing at home. Electronic devices are not permitted at camp. If campers need to have a cell phone to contact you with please advise them that it is only to be used for that reason and must stay in their backpacks during camp. **We are not responsible for any lost, stolen, or damaged property.**

What To Bring to Camp & Sun Protection

Your camper will be spending a lot of time on the water and in the sun. In addition to ample food and a water bottle ensure that they are dressed properly in layers. Temperatures can change dramatically from morning to mid-day. Thin layers will protect them from harmful sun rays as well as hats and sunglasses. **Closed toed shoes must be worn at all times!** No flip-flops, there are many tripping hazards on the docks and around the boathouse. Please also provide them with a change of clothes and shoes and a towel as it is very possible they will get wet.

Sunscreen of an SPF higher than 30 and sweat proof is important to protect them from harmful UV rays. Most sunscreens only protect for less than 90 minutes so it is important for them to bring sunscreen to reapply throughout the day. Camp staff will encourage sunscreen use.

Each day campers should bring...

- Appropriate layered clothing for active water sports
- Closed toed tennis shoes or water shoes. No open toed sandals or flip flops
- A complete change of clothes including a towel, socks, shoes, & underwear.
- A water bottle (they can refill it at camp).
- A nutritious bag lunch and snacks. (Food and non-water drinks are not allowed to be purchased on-site while enrolled at camp).
- Sunscreen and hat.
- Eyeglass leash if eyeglasses are worn.

Lost & Found

Camp lost & found is located in the boating office. Please plan to check it and your child's classroom on the last day of camp. Items with names and phone numbers will be returned at the end of camp.

Camp Rules

In order to keep all campers safe the following rules apply at camp:

Camp rules:

- Life Jackets are required at all times while within 10 feet of the water, on docks, and on boats
- Do not get in and out of boats alone, *no boarding other vessels while on the water*
- You must get permission from instructor before operating any boat
- No running or horseplay around boathouse or on docks
- No bare feet on docks - it's easy to get splinters.

- When using the bathrooms tell your instructor and always take a buddy
- Please respect the environment & equipment and throw away all trash
- Please do not climb trees
- Do not bring any valuables or electronics to camp (iPads, tablets, iPods, jewelry, cell phones, etc.)
- Foul language and disruptive behavior is not tolerated
- No yelling
- No food in boats
- Sunblock must be put on in the morning and at lunch
- Drink plenty of water before, during and after each day of camp
- Boaters always help each other when in need

Disciplinary Action

We aim to provide a safe and welcoming environment for all campers. It is necessary for campers to be able to follow safety instructions while out on the water. If one camper requires a disproportionate amount of the instructors' time, they are not able to keep all campers safe and enjoying a quality camp experience.

If Camp Rules are not followed it will result in disciplinary action. Behaviors resulting in disciplinary action will vary depending on the issue, camp instructors will first verbally check in with the camper. If behavior is again an issue, a Disciplinary Action Form will be sent home with the camper explaining what happened. Forms must be signed by the camper and a parent/guardian and turned back in to the instructor the next day. Expulsion from camp may result if behavior continues.

Policies for Disciplinary Action

- A. Offenses calling for disciplinary action:
1. Misbehaving and/or disruption of class.
 2. Taunting, teasing, or repeated annoying of another camper/Bullying.
 3. Use of equipment without permission.
 4. Non-cooperation/refusing to participate without a valid reason.
- Procedures for disciplinary action:
 1. Disciplinary actions will be noted on camper's registration record.
 2. Verbal warning will be given to the camper
 3. If camper continues in the same manner, he/she will be asked to sit out the class or session.
 4. A camper will only be allowed to return to the class/session when he/she asks to do so. There is no specified time period the camper must sit out – it is up to the individual.
 5. Repeated offenses or behavior requiring discipline action may also result in dismissal.
- B. Offenses calling for immediate dismissal from camp with no refund of fees include:
1. Roughhousing or fighting of any kind on the premises.
 2. Deliberate pushing or throwing other campers into water.
 3. Deliberate abuse of equipment.
 4. Taking another person's property without permission.
 5. Constant or continued behavior of offenses covered under disciplinary action.
- Procedures taken for dismissal:
 1. Camp counselor will escort camper to office. The counselor, program coordinator or supervisor will call parent or guardian, advise them of the situation and request that they come and pick up the camper.
 2. Camper will not be allowed to return.
 3. Fees will not be refunded.

Refund / Withdrawal / Wait List Policies

REFUND POLICY: Refund amounts are set by the City Council in the City of Oakland Master Fee Schedule. Standard Course Withdrawal/Transfer Fees: 25% of course fee if 31 or more days in advance, 50% of course fee if 11-30 days in advance, 100% of course fee if 10 or fewer days in advance.

Wait Lists: If a camp is full, you can add your child to the wait list. When a position comes open, we will call each person in turn and provide a deadline for response. Often openings come up at the last minute. If you are no longer interested in a camp, please call the office and let us know. This will make it quicker for interested campers to be notified in the event of an opening.

For more information about camp procedures, rentals, and all other programming please visit our website at www.sailoakland.com or call the Boat House office at 510-238-2196.

Thank you. Lake Merritt Boating Center Staff