

# College Club Policies

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## House Rules

- This is your Club, so always leave it better than you find it.
- We are a community; please treat your fellow members, club staff, and the facilities with respect.
- The tablet in the boathouse entry may be used to check-in with a prior [reservation](#), or **(coming soon)** to make a reservation on the spot.
- Remove all food and garbage; clean up any messes when leaving the premises. The trash dumpster is in the green shed at the south end of the parking lot.
- Report all maintenance issues to the staff.
- No outside alcoholic beverages when the CCS bar is open.
- The club is a smoke-free, drug-free, and weapons-free environment.
- Casual attire is welcome throughout the club; some special events may request more formal attire. Swimsuits are fine on the dock, lower levels of both vessels, and while enroute to the locker rooms.
- Any concerns regarding club employees should be conveyed directly to the Club Manager or Club President.

## Children

- Children must be well behaved. Those under the age of 16 should be supervised by an adult in all indoor and outdoor spaces.
- No running in the club, especially in the boat bays or on the dock.

## Guests

- Each member is welcome to bring up to five (5) guests to the Club without incurring any fee. Members wishing to bring more than five guests are responsible for obtaining advance approval from the Events Manager and will be billed a modest amount (currently \$2.50) for each additional guest.

## Pets

- Dogs are allowed on the deck, but please be respectful of other users and keep control of your dog at all times.
- Pets, other than service animals, are not permitted on the upper levels of either vessel (except enroute to the dock) or in the fitness center.

## Accounts

- Member accounts are prepared on the first business day of every month.
- Any member account which remains unpaid for sixty (60) days after billing will be reviewed by the Finance Committee and, if not made current within an additional thirty (30) days, may have credit privileges suspended and their membership status referred to the Board of Trustees for action under Article II, Section 12 of the Bylaws.

## Facilities

### Locker Rooms

- Lockers are for day-use only unless rented by a member for the set monthly fee. Contents of non-rented lockers are subject to daily removal.
- Locker room towels do not leave the locker room, and are not for use on the dock.
- Clean locker room towels are placed in the flip-top storage bench. If empty, additional clean towels will be in the laundry room (near the entrance to the fitness center).

### Fitness Center

- Wipe down equipment and weights before leaving and return all equipment to its proper place.
- Children under the age of 16 must be accompanied by an adult.
- Turn off music, lights and fans, and close the windows at the end of the day.
- Music selections and volume should be respectful of all members.
- All equipment is to remain in the gym unless approved by staff.

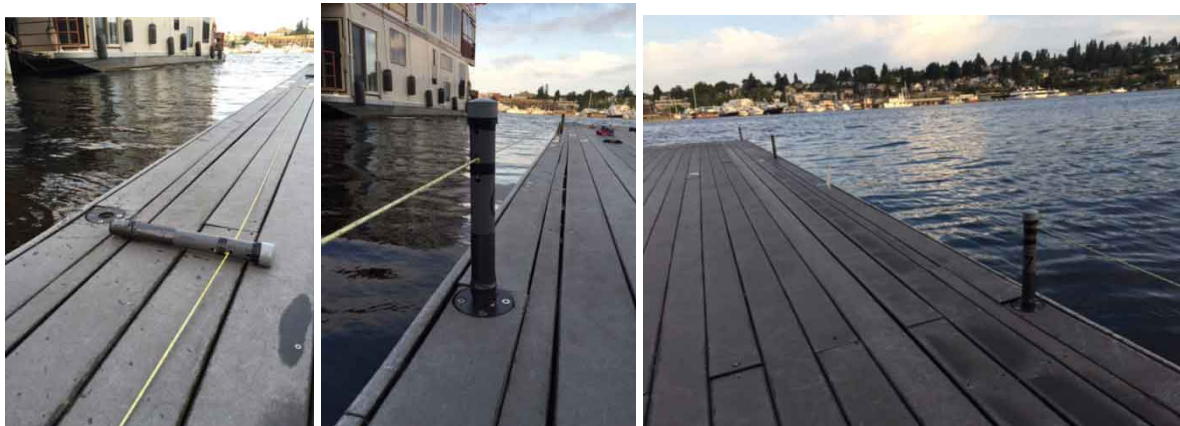
### Boat Bays

- Do not run in the boat bays and use great care around rowing shells -- they are both **fragile** and **expensive!**
- The boat bays are exclusively for the storage of watercraft, either club-owned or authorized private equipment.
- The boat bays are not to be used for long-term storage of car racks, boat covers not in everyday use, or other ancillary items.
- Please help keep the boat bays clean and clear. Do not leave anything blocking passages from one bay to the next at either end of the Inspiration; this is not the place to leave backpacks or other items.

### Floating Dock

- Use of the dock is available to all members with reservations.
- Swimming off the club dock is done at one's own risk. This applies to all members, their children, and any guests.
- Life jackets are available and strongly recommended to be worn by children when in or on the water.
- Please be courteous of your fellow members; clean up any trash and return all watercraft or other equipment to their proper storage locations when finished.
- Absolutely **no glass** on the dock! Plastic cups and drink bottles only.
- Please bring your own beach towel if desired for use on the dock.

- College Club is part of the Allison Marina. Please be respectful of our neighbors by observing quiet hours after 10 pm, and otherwise keeping music volume to a reasonable level.
- If you are the last one to leave the dock, **replace the goose fence** to help keep the dock clean of goose poop! When taking down the goose fence, simply lift the batons from their sockets and set them down next to the hole; do not disconnect the line from the boathouse or jumble the batons in a pile. When replacing the fence, simply insert the batons in their sockets. (Easiest to insert the NW corner baton last.)



## Watercraft Use and Storage

### Club Fleet Usage

- All use of club owned equipment is at your own risk.
- Do not use any privately owned equipment without the owner's permission!
- Children under 16 must be directly supervised by an adult.
- All club-owned equipment must be reserved prior to use via the [reservation system](#).
- Be sure to return equipment to the proper rack after use.

### Kayaks and Paddleboards:

- Club-owned kayaks and paddleboards are available for use by all members and their guests.
- Personal flotation devices (PFDs) must be within reach and should always be worn. Those 12 or younger **must** wear a PFD.

### Rowing shells

- Initial use of club shells by members, outside of scheduled classes, requires authorization by the boathouse manager to verify adequate experience and expertise.
- All shells should be wiped down after use.
- Rowers may adjust foot stretchers, reposition removable oarlock spacers and, if necessary, adjust seat slides in club shells. Other aspects of rigging (e.g., pitch and span) should not be altered.
- Eights may not be used without direct supervision by a coach in a launch.
- Fours or quads may only be used without direct supervision on exceptional occasions when previously authorized by the boathouse manager. Such permission is distinct from permission to use club singles or doubles.
- The boathouse manager should be notified of any intended use of club shells solely by guests of a member.

### Damage or Loss

- **Treat club equipment as if it were your personal property!**

- Any damage, breakage or loss of equipment must be reported to the boathouse manager immediately. Damage that is not reported may pose a safety risk to subsequent users.
- If your actions cause an accident or damage, take responsibility and report!
- Any damage to privately owned equipment should be reported immediately to the owner.
- All members involved in an accident are expected to contribute to the cost of repair or replacement in a manner commensurate with their financial means.
- Never take out any shell marked with a "No Row" tag. Such a sign should be placed on any shell which is awaiting repair and not safe to use.

## Transport

- No club equipment may be taken out of the boathouse without the boathouse manager's permission.
- With prior approval, equipment may be taken to regattas, but must be safely returned to the boathouse as soon as possible.
- The member(s) who sign out a shell are responsible for it. All drivers must, of course, have automobile insurance. The club carries a blanket insurance policy covering club property, but there is a substantial deductible.
- Any member transporting a club shell must be adequately knowledgeable about loading, securing and safely driving with a long load. An appropriate car rack intended for carrying rowing shells must be available and appropriately mounted. A red flag must be attached to the rear end of an overhanging shell. If possible, a travel cover should be used.
- If the boat trailer is to be used, the driver must be certified by the boathouse manager.
- After returning a shell to the boathouse, it must be re-rigged as soon as possible so that it is ready for use by other club members.

## Private Watercraft

- The club has limited rack space to store single or double rowing shells, kayaks, or paddleboards owned by members. Priority will be given to actively used boats.
- Any member may submit a request to the boathouse manager for rack space for a private shell, kayak or paddleboard and be placed on the appropriate waiting list (or assigned space). Consult with the boathouse manager regarding rack space availability and waiting lists.
- The boathouse manager is responsible for all decisions regarding assignment of rack space, and will consider duration of request, ability of boat owner to safely access available locations, and frequency of use when making decisions.
- Assignment of rack space also entitles the boat owner to store one set of oars or paddle(s) at the boathouse.
- Privately owned craft stored in the club are assessed a monthly rack fee, as set by the club board of directors. Any member not in good financial standing (in arrears for 90 days or more) will receive notice that their boat(s) must be promptly removed from the boathouse.
- Infrequently used private boats, averaging less than 12 uses annually, may be moved to less accessible or de-rigged ("dry") storage. Private boats unused for a year or more may receive notice that their boat(s) must be removed from the boathouse.
- Private boat owners are responsible for obtaining insurance on their own boats. There is no club insurance covering privately owned boats stored in the boathouse.

## Safety

### Basic Boating

- Situational awareness: **BE AWARE OF WHAT IS GOING ON AROUND YOU AT ALL TIMES!**
- Follow the established traffic pattern, shown below, at all times. All Seattle boathouses adhere to this same counter-clockwise traffic pattern. Always watch out for commercial and power boat traffic on our

waterways; not all operators are familiar with the small boat traffic pattern, or the problems their wakes can cause for small craft.

- Know where the navigation buoys are in our waterways: the red and green cans marking the main channel from Lake Union through Portage Bay and out to Lake Washington, and the smaller yellow "pencil" buoys in Lake Union. Clipping or running into any of these buoys can easily damage and/or flip a rowing shell.
- Bow and stern light **must** be used on all boats before dawn or after dusk. Bow lights are red and green, with green showing on the starboard side. Stern lights are white. (Be careful not to lose club lights, and properly plug them in after use to recharge.)
- Overtaking boats have the right-of-way. If a faster boat is approaching, move to the starboard/shore side to let them pass. Communicate: alert nearby approaching craft if you think they have not seen you.
- If you capsize, in virtually all circumstances do **not** leave your boat. If possible, right your craft, get back in, and return to the boathouse. (Get instruction if you have not passed a flip-test and practice.) If you are unable to get back in your boat, and are unable to seek assistance from nearby boaters, any personal watercraft can be paddled like a surfboard to the nearest shore.

## Weather Conditions

Small craft users must be keenly aware of weather conditions. Watch for gathering clouds and changes in wind speed or direction. Every decision to launch should be based on current and forecast wind and weather conditions, and take into account boat size and the skill and experience of all participants.

**Wind:** Do not launch in high or increasing wind; be sure you and your boat can handle any rough water. For rowing shells:

<u>Wind</u>	<u>Conditions</u>
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0-8 mph	Smooth to small steady chop; safe for practice, novices may need docking assistance.
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10-15 mph	Novice crews should not launch. Depending on wind direction, may be manageable, but challenging, for experienced crews in larger shells.
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>15 mph	Do not launch. If on the water, return to boathouse if feasible; otherwise take shelter at nearest point and secure equipment.
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**Fog:** Do not launch if fog reduces visibility to less than 100 meters, or obscures sight of the opposite side of the Lake Union "reach", directly west from the club.

**Thunderstorms:** At the first sight of lightning, or sound of thunder, get off the water IMMEDIATELY. Carbon fiber shells and oars are highly conductive and make it very unsafe to be rowing in a thunderstorm.

**Cold:** Dress suitably. For cold conditions, wear multiple layers with an inner layer which wicks and remains warm even when wet. Rowing is generally possible throughout our winters, but when the sum of water and air temperatures drops below 90, following the "four oar rule" is strongly advised: don't go out in singles or pairs, only in bigger shells. If the temperature drops below 30F, going out in any rowing shell or personal watercraft is very ill-advised. At this temperature, a splash will freeze on your clothing and prevent you from staying warm through the activity.

**Heat:** Although we rarely get extreme heat, on hot sunny days be sure to prepare appropriately, with a protective hat, light clothing, sunglasses and, especially, waterproof sunscreen. Avoid dehydration (and prevent heat cramps or exhaustion): bring water and stop to drink often.

## Personal Flotation Devices

**Kayaks and Paddleboards:** Anyone 12 years old or younger **must** wear a USCG-approved personal flotation device (PFD). All persons are required to have an approved PFD within reach while underway in any vessel.

This applies to kayaks and paddleboards when outside a designated surfing, swimming or bathing area. See [this link](#) for more information.

**Rowing shells:** Rowing shells have a PFD exemption while rowing on water designated "navigable" by the USCG or that has, had or may have, commercial traffic. Lake Union, Lake Washington, and the waters in between fall under this exemption.

## Traffic Pattern

Seattle waterways utilize a counterclockwise traffic pattern for small boats, so moving toward shore means moving to starboard. Be especially careful when traveling between Lake Union and Portage Bay and passing under the University bridge, and when traversing the Montlake cut to reach Union Bay and Lake Washington.

