



# PDBC Members' Guide

PDBC... building friends and champions

## Welcome to PDBC

The Pickering Dragon Boat Club (PDBC) is an Ontario registered incorporated club that was formed in 2002. Its mission is to *provide opportunities and encourage participation at all levels of competitive and recreational dragon boating in the Durham Region and surrounding area*. PDBC is an organization that enables people to meet and share enthusiasm for the sport of dragon boating with like minded people. The club provides organized opportunities for learning, health and fitness, excitement, challenge, fun, and camaraderie.

PDBC has a long history of participating in community projects and events, raising funds for charitable causes, and providing boats and equipment for paddling events.

PDBC is a member of Dragon Boat Canada. The club organizes and conducts the annual Pickering Dragon Boat Challenge which is sanctioned by Dragon Boat Canada. The club has attained many achievements at the national and international levels of competition.

## Member Rights

Membership in PDBC is open to anyone with an interest in the sport of dragon boating upon completion of an application form and waiver and payment of membership fees. All PDBC members have the right to participate in club activities and to be appointed to the executive. Associate members are not eligible to be a member of the executive.

PDBC respects the privacy of its members. We do not rent, sell or trade our address lists or specific information about our members. With the signing of the application form and waiver, members will be consenting to the club's use of member's information solely for the purposes of PDBC and its related activities such as running the club's various programs, keeping members informed and up to date on the programs and activities of PDBC.

## Indemnity

Members are asked to observe the PDBC Code of Conduct and Policies and to advise their guests accordingly. Members and guests shall release PDBC of any liability for damage or loss as a result of participating in PDBC training, racing, activities, and special events or using club equipment and facilities by signing a waiver.

PDBC, its members, directors, shore management staff, coaches, and steerspersons do not warrant or guarantee the completeness or accuracy of the information expressed in any club guides and newsletters, instruction or direction that they may provide.

## Member Responsibilities

As a member of the PDBC you must adhere to the Code of Conduct and Policies during any activity or event sanctioned by PDBC on land or on water.

# Code of Conduct

## SPIRIT OF THE SPORT

- Athletes shall comply with the rules of the sport as set out in the national and international guidelines which govern PDBC.
- Members should conduct themselves in a proper manner so as not to embarrass themselves, PDBC, or the sport of dragon boating.
- Athletes must inform the coaching staff of any health issues, illnesses and injuries, and their ability to perform the program's physical requirements.
- Athletes should promote fair play and participation in the sport of dragon boating.
- Members should commit to PDBC's training programs, events and activities.
- Athletes shall not harass, ridicule or embarrass fellow club members.
- Members should assist and mentor new paddlers and be goodwill ambassadors for the Pickering Dragon Boat Club.

## TEAMWORK

- Athletes should report 15 minutes prior to their designated start time for crew check in, instructions and warm-up exercises.
- Members should bail boats and remove water bottles/debris from the boat following a practice as a courtesy to the shore managers and next team using the boat.
- Athletes should remove water bottles and personal belongings from the dock and staging area so as not to impede the movement of other marina patrons. Recyclable material and garbage should be deposited in the marina's designated containers.
- Members should care for and respect all PDBC boats, equipment, and property as well as marina property and patrons.

## HONESTY AND INTEGRITY

- Members shall not misuse funds or property of the club.
- Athletes should not make comment or support any public criticism or statement designed to have a negative impact on the club, its staff, or its members.
- Members should not disclose to any unauthorized person or organization, information which is of a confidential or privileged nature.

# Policies

## RIGHTS

- 1.1 Any person who undertakes to behave in the best interest of PDBC and the sport of dragon boating shall be eligible for membership regardless of sex, age, disability or ability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- 1.2 Each athlete must pay their fee in full and must have submitted a signed PDBC Waiver and Code of Conduct and Policies agreement prior to paddling. The parent/guardian of a minor must co-sign the Waiver and the Code of Conduct and Policies Agreement with the athlete. Any person who has not paid their membership in full or has not submitted a signed Waiver and the Code of Conduct and Policies Agreement following a period of grace will not be permitted to paddle with PDBC.
- 1.3 Membership fees are not transferable.

## **SPIRIT OF THE SPORT**

- 1.4 An athlete must not, during the racing season, be a member of another club. Dual membership does not allow an athlete to be a Dragon Boat Canada registered member with two clubs.
- 1.5 Training and event activities are smoke free (no smoking) zones.
- 1.6 The use of illicit or performance enhancing drugs is not permitted.
- 1.7 No alcohol is to be consumed prior to or during a practice or race.

## **DISCIPLINE AND TEAMWORK**

- 1.8 Members must be on time, prepared and appropriately attired for practices, events and races.
- 1.9 Members must not park in the laneway leading to the Lake House Conference Centre or in Frenchman's Bay Marina main yard.
- 1.10 Athletes must stage in assigned teams in the parking area leading to the PDBC dockside equipment sheds.
- 1.11 Members must not congregate around PDBC sheds and the dock master's office.
- 1.12 Members should not use, touch or disturb non-PDBC equipment (i.e. other boats and marina equipment) without the permission of the boat owners or marina staff.
- 1.13 Athletes are responsible for making sure paddles and PFDs are returned and properly stored in the designated sheds.
- 1.14 Members may use the Frenchman's Bay Marina washrooms by borrowing a washroom key from the PDBC shore manager. Keys must be returned after washroom use.
- 1.15 Teams are expected to leave the dock promptly at the beginning of their practice and return to the dock (boat tied up, water bailed from boat, empty water bottles removed from boat, and athletes out of the boat and off the dock) by the scheduled conclusion of their practice.
- 1.16 Team podium jerseys must be worn to key practices and team events.

## **RESPECT**

- 1.17 Members must be mindful of the peace and quiet enjoyed by other marina patrons and boaters in the staging area, on the dock, the marina channel leading to Frenchman's Bay and on the bay.
- 1.18 Athletes must follow the commands of the shore manager and/or the steersperson in the loading and disembarking of crew members.

## **HONESTY AND INTEGRITY**

- 1.19 Members shall not represent PDBC as a whole unless directed by management.
- 1.20 The head coach or shore manager will make a decision on canceling a practice due to inclement weather (i.e. lightening storm, poor visibility, high winds, etc.) 10 minutes prior to a practice session.
- 1.21 Athletes must inform his or her coach that they are under the effect of a medicinal drug.
- 1.22 Athletes must notify the team coach or head coach of any physical conditions affecting their ability to participate in the sport prior to any practice or race.
- 1.23 Each person on board a dragon boat must be able to swim 50m in light clothing. If a person does not meet this requirement, a PFD or approved life jacket should be worn at all times.

- 1.24 All athletes, despite their swimming ability, must wear a PFD or approved life jacket from the start of spring training until at least June 1st, during fall training from October 1st until the end of the on-water season, and at other times when the water temperature is below 8 degrees Celsius. The wearing of a PFD or approved life jacket applies to the steersperson and coach as well.
- 1.25 At the discretion of the head coach or shore manager, minimum and maximum crew limitations may be set and enforced based on weather conditions and safety concerns.
- 1.26 The steersperson or coach will perform a head count, emphasizing the use of the buddy system, before departing the dock.
- 1.27 Each athlete should be familiar with capsized procedures.
- 1.28 The steersperson shall maintain a watch for all other boats in the marina channel and give way to a boat leaving or entering a dock slip.
- 1.29 When turning at the north end of the harbour entrance channel, steerspersons must keep out of the boating channel and away from the red/green navigational buoys. Boats must not be stopped in the boating channel.
- 1.30 Dragon boats must not go into the harbour channel or on Lake Ontario unless accompanied by a safety boat and the weather/water surface conditions are conducive to a safe outing.
- 1.31 Navigational lights are mandatory for all training sessions dusk to dawn beginning at sunset and ending at sunrise. A steersperson should wear reflective clothing and a strobe light attached to the PFD or clothes. Alternatively a head lamp worn by a steersperson is also acceptable.
- 1.32 No boat should be on the water when there is fog with visibility of less than 25 metres or when the shoreline is no longer visible.

### SAFETY/COACHING BOAT

During practices a coaching boat can also serve as a safety boat in addition to the club's designated safety boat. The term safety boat indicates that the boat has designated safety duties.

- 1.33 The operator of the safety/coaching boat must have proof of the Transport Canada's Pleasure Craft Operator Competency Certification.
- 1.34 Coach/safety boats will be equipped with required marine equipment specified by Transport Canada, a first aid kit, towing ropes, a boarding ladder, throw lines, extra hand bailers and extra paddles.
- 1.35 It is recommended that there is a spotter as well as a boat operator in each boat being used before dawn and after dusk.
- 1.36 The boat will maintain a safe distance from the dragon boat it is accompanying during training or video taping sessions. A boat serving as a safety boat for the practice and not involved with coaching or video taping will monitor all dragon boats from a distance.
- 1.37 No person shall operate a boat and a video camera at the same time.
- 1.38 Coach/safety boats must be maintained (i.e. water removed from boat, engines properly maintained, battery charged, fuel tanks filled, etc.) since failure, particularly at a critical time, could have serious consequences.
- 1.39 Coach/safety boats shall not be used for personal or casual purposes