



## Handbook

### **Program Description, Guidelines, and Safety**

#### DISCIPLINE

Following the rules is up to you and requires discipline. This discipline will keep you safe!

Discipline to park in the right place, even though no one is watching.  
Discipline to carry the boats on and off the rack with care not to damage them.

Discipline to be quiet in the presence of our neighbors.

Discipline to work with others who share our lake.

Discipline to follow a simple traffic pattern.

**ROWING CLUB OF THE WOODLANDS  
PARTICIPANT HANDBOOK**

## In case of emergency, dial 911

Park Rangers can be reached at 936-672-2227 for park related or minor concerns.

### CLUB CONTACT INFORMATION

**Board:** You can reach your board members via [boardmembers@woodlandsrowing.org](mailto:boardmembers@woodlandsrowing.org)

Bert Pineda, Chairperson

Carl Wainwright, Vice Chairperson

Lisa Godfrey, Treasurer: [treasurer@woodlandsrowing.org](mailto:treasurer@woodlandsrowing.org)

Gabriel Grimes, Secretary

Aimee Raggio, Member-at-Large

Jordan Morgan, Member-at-Large

Alex Lunde, Member-at-Large

#### Coaches:

Joe Flynn: [jflynn1949@gmail.com](mailto:jflynn1949@gmail.com)

Jackson Schwartz: [jackson.schwartz@gmail.com](mailto:jackson.schwartz@gmail.com)

### Woodforest Bank Boat House address:

2505 Lake Woodlands Drive, The Woodlands TX 77382

### RCTW Mailing Address:

P O Box 8554, The Woodlands TX 77383

# RCTW Mission Statement

*In 1989 Rowing Club of The Woodlands became a 501c3 organization.*

Providing the Community, a venue to build excellence in character, training and skill through the great sport of rowing.

## 2019 Fee Schedule for Participants:

Please follow the following link to download the current Fee Schedule. [[LINK](https://www.woodlandsrowing.org/forms_and_fees/)]  
[https://www.woodlandsrowing.org/forms\\_and\\_fees/](https://www.woodlandsrowing.org/forms_and_fees/)

## Required Documents

Participants are required to complete the following:

- Code of Conduct
- Current year USRowing Waiver and <sup>1</sup>purchase a USRA Basic Membership (*please see footnote*)
- RCTW Waiver
- Woodlands Township Waiver
- Read the RCTW Handbook
- Review and understand the Lake Woodlands Safe Use Agreement

Boathouse access codes will be assigned upon completion or deactivated if not completed within a timely manner for those renewing.

*\*All forms are available at [www.woodlandsrowing.org](http://www.woodlandsrowing.org) under the "Participant Login" tab found under Resources in the menu*

*\*Given the nominal fees charged, refunds are not standard practice should a participant choose to leave RCTW.*

## RCTW GUIDELINES AND RESPONSIBILITIES

### ROWER RESPONSIBILITIES

- Ensure the boathouse and equipment are left secure always
- To do a safety check of boats and oars to ensure they are in good condition for use prior to each row.
- Each Participant will have their own unique key code access to the boathouse and shall not share this key code with others. Youth Participants are not allowed access to the boathouse without an accompanying Participant 21 years or older.
- Follow safe rowing practices and RCTW guidelines at all times, including complying with Safe Use Agreement for rowing on the lake posted at the boathouse. A copy of the [Safe Use Agreement](#) is also available at [www.woodlandsrowing.org](http://www.woodlandsrowing.org) under the "Participant Login" tab.
- Youth Participants must be accompanied by a Participant 21 years or older, approved by the coach, while rowing. Youth Participants must be accompanied by a parent.

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<sup>1</sup> USRA Basic Membership Fee will be covered as per RCTW Board agreement in 2020

- Take care of the equipment per RCTW guidelines as defined herein.
- Report any issues or damage immediately by calling 832-510-7609 or emailing [thewoodlandsrowing@gmail.com](mailto:thewoodlandsrowing@gmail.com). Document damage on the appropriate whiteboard and safety log. Put a “Do Not Row” tag on the boat.
- Further details regarding participation (e.g. annual meetings, board meetings, voting rights) can be found in the Bylaws. A copy of the Bylaws is posted at [www.woodlandsrowing.org](http://www.woodlandsrowing.org).
- Volunteer at least 10 hours per year as a participant. You can check with coaches and board members. Watch for calls to volunteer via emails, GroupMe, or on our website.

### **BOATHOUSE EQUIPMENT AND RESERVED TIMES**

- The only Masters who are permitted to use club equipment and the facility are those who are in good standing and whose account is not delinquent.
- Masters are able to use the facility at all times except when the RCTW youth are practicing. This time is to be reserved for the juniors and developmental youth only.
- RCTW Masters who own their own equipment may row during scheduled youth practice.
- RCTW youth practice during the school year Monday through Thursday from 3:00pm — 6:00pm and Saturday mornings from 8:00am — 11:00am.
- Fridays are open row unless otherwise specified during youth competitive spring season. Again, please check the calendar. Sundays are open row.
- During scheduled youth practice, all boats, oars, weights and ergs are off limits to all Masters. Practice times are subject to change depending on weather and park activities. Please check the RCTW calendar at (<https://www.woodlandsrowing.org/eventscalendar/>) daily and plan accordingly.
- Please do not take a shell out before a scheduled youth practice if you will not have it back in time.
- Summer season begins the first Monday after the last day of school and ends the Saturday before the first day of school. Youth practice is usually held in the mornings, Monday through Friday. Saturdays and Sundays are open row. Please check the calendar for times as they may change, and additional camps may be scheduled.

### **ROWER GUIDELINES**

- Follow the counterclockwise traffic pattern, avoiding the middle of the lake, and adhere to the details in the Safe Use Agreement.
- Remember that those already on the lake have the right of way when you are launching
- Always row defensively; slower boats stay to shore, only stop out of the way of traffic, and do not block other rowers when docking or launching.
- Do not row if the combined air/water temperature is below 90 degrees Fahrenheit, as per the [USRA Safety Rules](#).
- Use care when rowing during excessive heat.
- Hydrate well regardless of the temperature.

- Help keep the boathouse, docks and area around the boathouse clear of clutter, and available for others to enjoy.
- Properly clean all equipment before returning to the boat rack (top deck, hull, seat tracks and deck, and oar collars/handles), open boat port covers, remove bungs and return all equipment to its proper location.
- Remember, you share the boathouse with all other participants, please keep it clean for all to enjoy.
- Out of respect for those living on the lake and sharing the park with us, proper rowing attire is required at all times. This includes shirts and proper shorts or tights.

### **GUEST POLICY**

- Participants may bring guests to use club facilities and/or equipment at no charge.
- Guests must be experienced rowers, at least 18 years of age, and must sign the waiver of liability forms.
  - Current year US Rowing Waiver
  - RCTW Waiver
  - Woodlands Township Waiver
- Any exception to minimum required experience level and/or age, shall be approved by either a Board member or Coach in writing, prior to any use of the facilities and/or equipment by the guest.
- Guests may visit up to three times per year before being asked to join the club, at the discretion of the Board of Directors.
- Safety and any damage to club equipment is the responsibility of the inviting participant.

### **RACE ENTRIES**

- Participants who wish to race RCTW equipment at a regatta must notify the coach at least one month prior to the event.
- All “junior” entries and adult entries using club equipment will be completed by the coach.
- Payment of race fees is due before leaving for the event or earlier as communicated by the Treasurer.

### **SafeSport Policy**

Individuals reporting child physical or sexual abuse as outlined by SafeSport may complete an Incident Reporting Form at [www.safesport.org/report-a-concern](http://www.safesport.org/report-a-concern).

All other incidents and/or misconduct must be reported through the RCTW MISCONDUCT REPORTING FORM. This form is found on the Resource tab of [www.woodlandsrowing.org](http://www.woodlandsrowing.org). The Misconduct reporting form is to be used for items that **DO NOT** fall under the SafeSport requirement.