



2023
MEMBER HANDBOOK

WELCOME TO ABENAKI

ABENAKI

“People of the Rising Sun”

Dear Abenaki Members,

Welcome to another great summer at the club. I predict our 53rd season will be one of the best to date. As usual, our team of volunteers has been very busy behind the scenes preparing and dreaming up new ways to make this summer special. Though our gates close at the end of the summer, we work hard year round to keep the club going!

We've got an amazing team of coaches, swim staff, property and canteen that are ready to bring you the fun and treats of course!

However, with all the fun comes some important reminders and a special request from myself and our volunteer Board of Directors.

Dear Parents,

I ask that you be patient and understanding throughout the season.

There are always hiccups along the way that we couldn't predict or plan for. Our Team is committed to not only providing a great experience for you, but also our staff. Growing professionally can sometimes require learning along the way. We are committed to fostering the growth and development of our staff, many of whom are experiencing their very first job and some who are about to move onto their lifelong careers.

I ask that you always speak to our staff in a respectful manner and know that they have the very best intentions in all that they do.

I ask that you respect the property and equipment.

I ask that you respect each other and give new members time to adjust and get familiar with the club.

I ask that you respect our neighbours around the lake and on Swanton Drive.

And finally, I ask that you also play a key role in creating a safe, welcoming, inclusive and friendly environment to everyone that walks through our gate.

I'm looking forward to seeing returning faces & meeting many new faces! I can't wait to see canon balls off the dock, castles in the sand, hear the pounding of basketballs on the court and of course see our boats out on the water.

Abenaki is a special place. It's special because of the community and people who call it home.

On behalf of the entire Abenaki Aquatic Club Board of Directors, I'd like to welcome you HOME for summer 2023!

Wishing you a wonderful season ahead,

Jen

Volunteer Commodore



SAMPLE COPY

Parental Code of Conduct

- I will not behave negatively and I will treat managers, coaches, board members, officials, opposing parents and opposing paddlers with respect.
- I will learn the rules of the sport, and the skills employed by each age group. I will not insist that I know better than the coaches and ADCKC rules.
- I will encourage good sportsmanship by demonstrating positive support for all paddlers, coaches and officials.
- I will never use profanity or derogatory terms.
- I will place the emotional and physical well-being of my child ahead of a personal desire to win.
- I will insist that my child participate in a safe manner and listen to their coaches.
- I will support coaches and officials working with my child, in order to encourage a positive and enjoyable experience for all.
- I acknowledge that all children must be actively supervised until the age of 12.
- I acknowledge that any sitter registered to my family membership will be considered a representative of my family while on club property and are therefore expected to adhere to the same Code of Conduct. Failure to do so could impact my membership privileges. This includes, but is not limited to entertaining unregistered guests while on club property.
- I will only take photos of my own children, unless I have the permission of other parents
- I will remember that Abenaki is run by a volunteer board and will respect the privacy of its board members while they are spending time at the club with their families. I will email with any concerns/issues.

Failure to meet these criteria will result in discipline from the Club.

There will be one warning sent via email and confirmed via phone call from the manager.

In the case of a second incident it will be sent to the discipline committee and they can choose to recommend removal from the club for the family and/or member. If removed there will be no refund issued.

I, _____ have read and reviewed these codes of conduct with my family/paddler (_____). I understand that failure to comply with these codes of conduct could result in the cancellation of the membership without refund.



SAMPLE COPY

Participant Code of Conduct

- I accept responsibility for my participation and I will not engage in activities to disrupt the coaching environment.
- I will practice and encourage appropriate sports conduct from fellow paddlers, swimmers, coaches, officials and parents at every regatta and practice.
- I will never yell at, argue with, or treat anyone with disrespect. I will not use, nor permit, profanity. I will lead by example.
- I will treat my coaches, other paddlers/swimmers, officials and spectators with respect and I will expect to be treated in the same manner.
- I will attend every practice and regatta that I can, and I will notify my coach if I cannot. I will do my very best to listen and learn from my coaches.
- I will treat (Abenaki) property and equipment with respect at all times. I will be held responsible for any intentional damage caused by my actions.
- I will remember that participating in sports is an opportunity to learn and have fun.

Failure to meet these criteria will result in discipline from the Club.

There will be one warning sent via email and confirmed via phone call from the manager.

In the case of a second incident it will be sent to the discipline committee and they can choose to recommend removal from the club for the member and/or family.

I, _____ have read and reviewed this code of conduct. I understand that failure to comply with this code of conduct could result in my removal from the club without refund.

ABENAKI - GENERAL INFORMATION

HISTORY

- Abenaki opened in 1970 & is a non-profit, member-only facility run by a Volunteer Board. We celebrated our 50th year in 2020!

HRM BY-LAW

- As stated by HRM by-laws, children must be 12 years old on or before July 1st in order to be left unsupervised at the club, otherwise they must be supervised by an adult and/or sitter age 12+.
- If being supervised by a sibling, that sibling **MUST** be over the age of 12 and must not be attending programs themselves while their sibling is under their supervision.
- If attending a specific Program, children over the age of 8 may arrive for their program time and leave immediately following, without requiring their own supervision during their lesson time.

CLUB HOURS

- Club opens June 30 (1pm-6pm). Also open July 1 & 2 (11am-6pm).
- Programming begins July 3 @ 9am (gates open at 8:30am). The first few mornings are particularly busy-there may be a bit of a wait to get through the gate-we do appreciate your patience!
- Swim Programs begin July 10
- Regular Programming ends on August 24
- Club closes August 30
- Normal hours of operation are: Monday to Friday, 9am-8pm & Weekends/Holidays, 11am-6pm.
- The club is open seven (7) days a week during the months of July & August.
- Any changes to hours once the season opens will be posted on social media.

GATE CHECKS

- There will be an Abenaki Staff Member on the gate daily. All members entering through the main gate will be asked to verify their membership information and may be asked to produce photo ID where necessary.
- **ONLY** registered members (including sitters) will be permitted on club property. We appreciate your cooperation.

SAFE SPORT

- Abenaki is committed to providing a safe and inclusive sporting and recreational environment for all members. Every staff member and Volunteer Board Member are required to take the 'Safe Sport' training program as set forth by the Coaching Association of Canada. As a club, we are committed to the rules of 'Safe Sport'. Bullying, harassment and mistreatment will not be tolerated and will be dealt with accordingly under the CKC Safe Sport Policy and Abenaki Codes of Conduct.

MEMBERSHIP PRIVILEGES

- Anyone accessing the club must be a registered member or registered guest.
- Lifeguards are on duty daily, during open hours.

- Full access to the basketball court, beach volleyball pit, beach/swim area, canteen & recreational boats/paddle boards during non-programming times (details below).
- Open Boating: Members will have access to select recreational boats during non-programming times, Monday to Friday (evenings) and Weekends/holidays (12pm-5pm). A staff member will be on hand at the boathouse to retrieve boats/paddles. Members using the club's recreational boats/paddle boards are required to provide and wear a CSA approved life jacket and to remain within the 200m marker. The club has a limited quantity of life jackets available to borrow.

SINGLE MEMBERSHIP

- Includes one individual, age 12 or over as of July 1st of the current year.

FAMILY MEMBERSHIP

- Includes any parent(s)/legal guardian(s) and immediate family members living within the same household, at the same address. Up to 2 sitters, who do not have to be immediate family members, may be registered under a Family Membership, at no additional cost.

SUPERVISED SINGLE MEMBERSHIP

- Includes one child under 12 years of age who is joining as an addition to an existing Family Membership. This is intended to allow a child, who does not reside in the same household as the member family, to join the club while under their supervision.
- This membership includes full membership privileges.

SITTERS/CAREGIVERS

- All sitters/caregivers **MUST** be registered with the club on the appropriate Family Membership. Any sitter not registered will not be permitted entry onto the club premises-**NO EXCEPTIONS**.
- Each Family Membership can register up to 2 sitters at no additional cost.
- Registered sitters will be granted access to the club only while accompanying the children for whom they are caring.
- Sitters do not have full membership privileges and may not participate in programming.
- Sitters may not invite unregistered guests to the club under the Family Membership to which they are registered nor may they bring guests to the club under the member's Guest Pass.
- Sitters are expected to be adults or responsible young adults (age 12+) and are considered to be representative of your family while at the club and are therefore expected to adhere to the same Codes of Conduct.

PAYMENT

- Payment will be accepted by e-Transfer only.
- No person with any amount unpaid after June 15th will be permitted to enter the premises and/or participate in programming until such time as their balance is paid in full.
- **Payment Option 1:** Full e-Transfer payment due at the time of registration.
- **Payment Option 2:** Up to 5 equal monthly e-Transfers (on or before the last day of February/March 31/April 30/May 31/June 15). **The first equal payment is due at time of registration** (upon receipt of invoice), with future equal monthly payments to be made as indicated.
- Failure to comply with the payment terms as indicated will result in forfeiture of one's membership.
- Please contact us at abenakimembership@gmail.com if you have questions regarding your payment.

REFUNDS

- Abenaki has a **NO REFUND** policy.
- After May 1 of the current year, there will be **NO REFUNDS** issued.
- For membership withdrawals made on or before May 1 of the current year, a full refund will be issued for monies paid to date. The refund will be sent by e-Transfer within 5 business days of the withdrawal.
- If a registrant withdraws for medical reasons at any point during the season, a physician's note must be provided and each case will be subject to the approval of the Abenaki Board of Directors.

GUEST PASSES

- Each Single Membership will receive 1 complimentary Guest Pass.
- Each Family Membership will receive 3 complimentary Guest Passes.
- Guest Passes will also be available for purchase by members. The same guest may be signed in up to 7 times. Cost: \$15/Individual; \$20/Family. It is preferred that Guest Passes be purchased a minimum of 24 hours in advance with our new Online Google Form (paid by e-Transfer) or at the Gate.
- **Members must be present at the club to meet their registered guests at the gate & accompany them onto the premises. Members are responsible for their guests at all times and must remain on the property with them at all times.**
- All guests are required to respect the rules and regulations of the club as stated in our policies and procedures. If a guest is found to be in violation of club rules, they will lose their guest privilege and be asked to leave the property.

CANTEEN

- The Abenaki Canteen is open during the week, Monday to Friday, 10am-4pm. Cash will be accepted at the canteen but only for placement on a tab-change cannot be provided on site.
- A Canteen Tab can be set up during registration.
- Please note that no credit will be extended if a tab runs out.
- Canteen staff are unable to issue cash back to a member from a child/family's tab.

CLUB APPAREL

- Abenaki Apparel is available online, year round at Entripy Shops:
<https://abenakiaquaticclub.entripyshops.com/>. Get your Abenaki Gear Today!

SPONSORSHIP

- Abenaki would love to see your company name on our club banner and/or boats! Further program details are available via abenakiaquatic@gmail.com.

FUNDRAISING

- We will be relying on our members to assist us with much needed fundraising opportunities this season! If fundraising is your forte or you have ideas, suggestions and/or connections to assist in this regard we would love to hear from you! abenakiaquatic@gmail.com.

VALUABLES

- While we do our best to keep our club safe, we cannot be responsible for any items lost or stolen on our property. We recommend leaving valuables at home & suggest labelling your child's belongings.

PARKING

- Please adhere to parking signage both on and off our property. **There is no unauthorised parking, turning or drop offs/pick ups in the driveway.** The driveway must remain clear for quick access to the club by emergency vehicles if needed. Please refrain from using nearby driveways to turn around and/or wait. Nobody wants to end a great day at the lake with a parking ticket or vehicle tow.

RESPECT

- Please respect our club property as well as our Abenaki neighbours and their properties. Do not litter or loiter! Paddlers, if you are waiting with your paddling group at the roadside, remember to stick to the sidewalks, rather than neighbour's lawns/trees and remember to be courteous to passers by, giving them the right of way.

QUESTIONS/CONCERNS:

- We ask that you please direct concerns/questions to our Manager, Head Coach or Head Lifeguard. If resolution is not reached, please feel free to contact the appropriate Board Member via email, rather than approaching them at the lake. Our Board of Directors are volunteers who dedicate 12 months preparing the club for opening and keeping it open and therefore value their time off with their children at the lake. That being said, your feedback is important to us!

WILDLIFE:

- We share our beautiful surroundings with the resident wildlife...ducks & squirrels (& the occasional eel-although they are pretty shy)...and it is important to remember that feeding wildlife in NS is prohibited by law.
- A friendly reminder to keep all lunch/food packaging sealed up and stored where our outdoor friends cannot gain access-they are very persistent and you may end up sharing your lunch unintentionally.
- Please remind small children not to chase our outdoor friends as they are often protecting their families and mom and baby become very stressed when separated (much like we humans!).

Visit us:

www.abenakiaquaticclub.com



Instagram: 'abenakiaquatic'



Twitter: '@abenakiaquatic'



Facebook: Join our Members Only Page!

WHAT WILL I NEED AT ABENAKI?

SUGGESTED BASICS:

- Towel
- Sunscreen
- Swimwear
- Hat
- Sunglasses
- Change of clothes
- Running shoes
- Water bottle
- Lunch, snacks or set up a canteen tab (see canteen staff for more info)
- Goggles
- Swim mask
- Water wings
- Life jacket
- Buckets/water toys for beach area (no large ride-on inflatables are permitted inside the supervised swim area due to space limitations however small flutter boards/wave boards are permitted). WE SUGGEST LABELLING PERSONAL ITEMS CLEARLY.
- Sun umbrellas/tents: We are pleased to allow small tents/sun shelters!

REQUIREMENTS FOR PADDLING:

Equipment (Buns, Blocks, T-shirts) will be available for purchase from the canteen during the season (*except Life Jackets* which may be purchased at several local shops, such as: Costco; Canadian Tire; Sport Chek; Walmart; Decathlon; etc. and on average, range in price from \$25-100+).

Recreational Paddling: Active Kids / Leisure Paddling / U8

- Life jacket (must have own)
- Swimwear/suggest a change of clothes

U10/U12/U14 Paddling

- Life jacket (must have own)
- Bun or block for kneeling in C-boats (must have own)
- Swimwear/suggest a change of clothes
- Abenaki T-Shirt (required by all ages if participating in Regattas)
- Sneakers or shoes suitable for dry land training (running, etc.)

ABENAKI - REGATTA INFORMATION

WHAT IS A REGATTA?

A regatta is an organised series of boating races where clubs compete against one another. Regattas are held for each age group throughout the summer, hosted by various local clubs. These generally take place over the course of a weekend (or weeknight for U10 paddlers) and offer a great chance for club members to come together.

REGATTAS ARE VOLUNTARY:

All paddlers are welcome, and encouraged, to participate in Regattas but this is not required. Together, with their coach, paddlers can decide whether or not they wish to give it a try. We highly recommend the experience!

KEEPING YOUR COMMITMENT:

Once you have committed to attending a Regatta it is important to take that commitment seriously as you may have others in your boat relying on you! This includes showing up for practises as well as on the day of the Regatta. If you withdraw close to the Regatta date or simply don't show, then your boat will be pulled from the heat leaving your Abenaki team members very disappointed...and affecting the flow of the day. Please consider the level of planning that coaches and Regatta organisers have put into the Regatta schedule. While we want your focus to be on a fun summer...plan those last minute camping trips for a weekend you have not already committed to racing!

BE PREPARED/BE ON TIME:

Make sure your child comes to the regatta prepared for a full day. Regattas usually run from 8:00am-4:00pm. (exception: U10 regattas run on weekday evenings from 4-7pm). Paddlers should arrive at least one hour prior to their first scheduled race time & report directly to their coach at the designated club viewing spot. It can be helpful to print a copy of the schedule ("Draw") on the morning of the regatta (draws are often not finalised until late the night prior) and bring this to follow along throughout the day.

PARKING:

Parking at most local clubs is very limited, just as it is at Abenaki. Plan to arrive in plenty of time if you want to get parked. Many opt to stay put for the day...pack a lunch, some shelter and your camp chairs & prepare to witness some incredible racing talent! Be sure to stay until the 'Grand Finale'-the War Canoe races...our paddlers need your Abenaki voices cheering them on!

WHAT YOU WILL NEED TO COMPETE:

- **U10/U12/U14/U16** - ABENAKI T-SHIRT, BUN or BLOCK & LIFE JACKET
- **NOTE:** A singlet is required to participate in NATIONALS.
- **ALL AGES** - TOWEL, SUNSCREEN, HAT, CHANGE of CLOTHES, SNACKS & LUNCH. Note: Many clubs may have their canteen open for business or will hold fundraising BBQs throughout the regatta. Some also provide the opportunity to purchase personalised regatta memorabilia on site (t-shirts, etc.). Cash may be required if interested.

BEHAVIOUR:

Keep in mind that paddlers are representing Abenaki and are expected to act in a respectful manner toward their coaches, teammates, other paddlers, officials and parents.

BOAT LOADING/UNLOADING:

Paddlers are expected to assist in loading/unloading boats at the start and end of the regatta...many hands make light work! Families are always welcome to help. Please speak to your child's coach to see when help is required.

REGATTA DATES:

Please refer to the ADCKC website for regatta dates:
<https://www.adckc.ca/2023-schedule-and-results>

GO ABENAKI!!!

SOME USEFUL PADDLING TERMS/DEFINITIONS...

K-BOATS: Refers to a specially designed flat bottom Kayak. Paddlers (or 'kayakers') are seated to paddle in this boat. A double ended paddle is used in this boat type. There are the following 'K' boats: K1 (1 person); K2 (2 person); K4 (4 person).

C-BOATS: Refers to a specially designed flat water Canoe. Paddlers kneel on one knee in this boat. A single ended paddle is used in this boat type. There are the following 'C' boat types: C1 (1 person); C2 (2 person); C4 (4 person); C15 (War Canoe).

COX: Steersperson and Captain in a War Canoe.

WAR CANOE: A 15-person Canoe which can consist of an all male/all female/or mixed team. The team is led by a Coxperson.

BUN: A round cloth, cork-filled sac used to kneel on in 'C' boats.

BRICK/BLOCK: A contoured block of dense foam used for kneeling in 'C' boats. This is cut to accommodate an individual paddlers knee.

SINGLET: A racing shirt which must be worn by U16+ paddlers when competing in any Regatta, this identifies the club to which they belong.

LIFE BELT: A personal floatation device worn around the waist to assist in floatation should a paddlers boat tip. Worn by paddlers at the U18 level and above. This is a requirement for paddlers at the U18 level per Canoe Kayak Canada (CKC).

LIFE JACKET: A personal floatation device worn on the upper body to assist in floatation should a paddlers boat tip. This is a requirement for paddlers at the U10, U12, U14, U16 levels per Canoe Kayak Canada (CKC).

ADCKC: Atlantic Division Canoe Kayak Canada - this is the governing body for Atlantic Division Paddlers. It operates under the National governing body, Canoe Kayak Canada or 'CKC'.

REGATTA: A series of boat races.

HAVE A SAFE AND HAPPY SUMMER!