

Parents-of-the-Day General Instructions

Parents-of-the-day (PODs) are essential to the success of our sailing program. They provide an extra hand for students and instructors, assist with minor first aid, and help with communications and safety. PODs provide support to instructors and help monitor behavior on the beach, swimming area, and docks. PODs remain on shore when the sailing class is on the water to provide a radio link with the instructors. The POD will be supplied with instructions and all necessary equipment. Parents are asked to sign up for the Parent of the Day (POD) in the registration materials.

- ▷ A calendar with POD assignments for your session will be provided to you on the first day of the session. If you cannot make your scheduled date it is your responsibility to find a replacement. Call other parents in your session and switch times with them.
- ▷ AM and full-day PODs should arrive at the beach at 8:45 am. PM POD should arrive at the beach at 12:20 pm; AM PODs may leave at 12:20 pm; PM PODs may leave at 4:00 pm.
- ▷ During lunch break, assist instructors in general supervision of students while they eat lunch, clean up and relax on shore or in the water.
- ▷ Full day PODs should bring a lunch and plenty of water.

POD responsibilities include (but are not limited to):

- Maintain hand-held radio contact with instructors
- Weather monitoring (visual and radio)
- Maintain discipline during lunch break
- Provide assistance to instructors
- Monitor snack cooler purchases
- Handle minor medical problems
- Contact parents if necessary
- Monitor/answer shack phone (shack phone number is 410-626-8830)
- Check in for orientation by the head instructor at the beginning of your duty.
- Read the emergency procedure sheet.
- Know where the emergency medical forms and emergency equipment are
- Address of sailing camp is behind 1000 Lake Claire Rd, Annapolis, MD

Stay close to the radio and monitor the channel designated. Verify with the head instructor that he is also on the same channel and then do a radio check with him to make sure the radios are working and that the volume is turned up.

In case of an emergency, call 911. If there are children involved in the incident, the next call should be to the child's parent. The head instructor has a copy of all medical forms in his notebook. Parent contact numbers are listed for home, work and cell. If a parent cannot be reached, start calling the other emergency contacts until one is reached. PODS must also complete an Incidence Report.

If a student is sent in during class due to a boat problem or conduct problem, the POD is responsible for helping and supervising this student.

No parent is allowed to interrupt a class to talk to an instructor to discuss a problem. A meeting must be arranged.

Check with the head instructor for the location of the first aid kit and ice packs.

Important Phone Numbers

Emergency.....911
Police:410-222-8050 (general information)
Natural Resources Police..... 410-260-8888
Weather report.....410-936-1212
BGE Emergency Customer Service.....410-685-0123
Animal Control410-222-8900

If you have any problems or questions, please call: 410-626-8830