

Robinson Crew Boosters Club, INC



ROBINSON CREW HANDBOOK

Amended October 14, 2015 by Terri Melone, VP Membership

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What's unique about [rowing] is this utter dependence on one another - no one guy can make the boat go faster by himself; on-the-other-hand, one guy can slow it down a lot. So [rowers] really do learn to trust one another and depend on one another in a pretty unique way.

-- Harry Parker, Penn Lightweight Crew (1953 - 1954); Penn Heavyweight Crew (1954 - 1957); Harvard Freshmen Heavyweight Crew Coach (1961 - 1963); Harvard Varsity Heavyweight Crew Coach (1963 - 2013)

RCBC BOARD OF DIRECTORS

ELECTED OFFICERS

Position	Email Address
President	president@robinsoncrew.org
Secretary	secretary@robinsoncrew.org
Treasurer	treasurer@robinsoncrew.org
Vice President, Administration	vpadministration@robinscrew.org
Vice President, Membership	vpmembership@robinsoncrew.org
Vice President, Ways and Means	vpwaysandmeans@robinsoncrew.org
Vice President, Operations (2 officers)	vpoperations@robinsoncrew.org
At Large Member	at-large@robinsoncrew.org
At Large-Finance Member	at-large-finance@robinsoncrew.org

A listing of current Board Members and board position descriptions can be found on the website at <https://leagueathletics.com/Page.asp?n=102894&org=robinsoncrew.org>.

COACHES AND CAPTAINS

Position	Email Address
Program Director	programdirector@robinsoncrew.org
Girl's Head Coach	girlsheadcoach@robinsoncrew.org
Boy's Head Coach	boysheadcoach@robinsoncrew.org
Team Captains	captains@robinscrew.org

Check our website www.robinsoncrew.org for a current listing of our coaching staff and team captains.

USEFUL LINKS

SEASONS CALENDAR OF EVENTS:

<https://leagueathletics.com/Schedule.asp?org=robinsoncreworg>

REGATTA SCHEDULE:

<https://leagueathletics.com/Page.asp?n=102908&org=robinsoncrew.org>

Adjustments/changes may be made as dictated by the Virginia Area Scholastic Rowing Association (VASRA). The season is broken up into two parts, regular regattas and championship regattas. The final schedule is available at <http://www.vasra.org>.

VASRA: <http://www.vasra.org>

SERVICE HOURS: <https://leagueathletics.com/Page.asp?n=102892&org=robinsoncrew.org>

“Think of aerobics plus weight lifting minus the music or camaraderie. Combine unalloyed endurance with straightforward strength and demand poise, timing, and practiced form as well. Think of pure pain: that's the ergometer.”
-- Barry Strauss from "Rowing Against the Current"

GENERAL INFORMATION

The Crew program includes two distinct but closely related groups—1) Robinson Crew, which includes rowers, coxswains, and coaches; and 2) the Robinson Crew Boosters Club (RCBC) which includes parents, friends, and supporters of Robinson Crew. The daily operations of the crew team are the responsibility of the Program Director while the daily operations of the RCBC are the responsibility of the Board of Directors (BoD). The RCBC BoD is the governing body for Robinson Crew supporting all rowing activities and providing vision, oversight, financial support, human resources, management, and consultative advice.

Crew is a club sport in Fairfax County; however, Robinson Secondary School recognizes it as a varsity sport. As a club sport, the Crew team receives no financial sponsorship from the school system or Fairfax County. All financial support for Robinson Crew comes from rower fees, donations, and RCBC fundraising efforts. Robinson Crew averages between 110 and 130 rowers during the season. RCBC is an IRS 501(c)3, Not-For-Profit Organization. RCBC also actively supports the Robinson Athletic Boosters with 100% Athletic Booster membership.

The Virginia Area Scholastic Rowing Association (VASRA) promotes scholastic rowing in the Washington metropolitan area, and is an association of booster clubs from over 35 member schools from Virginia, District of Columbia, and Maryland. VASRA organizes and operates competitive rowing events for its member schools and guests on the Occoquan Reservoir and the Potomac River.

VASRA interacts with the Northern Virginia Regional Park Authority, the US Rowing Association, and the Scholastic Rowing Association of America to promote scholastic rowing on a local and national level. VASRA works jointly with the Coaches' Association to advise the Crew Council, which is composed of the principals or the athletic directors of high schools with rowing programs, and governs the rules and regulations of scholastic rowing in the Washington metropolitan area. The regulations of the Virginia High School League (VHSL) and similar regulations of Maryland and DC also bind crew. Regattas are run according to the US Rowing Rules of Racing with rules and regulations specific to local crew programs established by the Crew Council.

Robinson Crew is divided in to two teams, Men's and Women's. Each team operates with a head coach supported by a coaching staff. Robinson Crew races "Eights;" shells with a coxswain and eight rowers, each manning a single oar.

RCBC MAILING ADDRESS

P.O. Box 7086
Fairfax Station, VA 22039

EIN 54-1648227

“Impossible is just a big word thrown around by small men who find it easier to live in the world they’ve been given than to explore the power they have to change it. Impossible is not a fact. It’s an opinion. Impossible is not a declaration. It’s a dare. Impossible is potential. Impossible is temporary. Impossible is nothing.”

– Muhammad Ali (World Champion Boxer)

TEAM REQUIREMENTS

Every student athlete must meet the following requirements in order to become a member of the Robinson Crew Team. Detailed instructions associated with each item are provided in the subsequent pages.

- Register online and electronically sign the RCBC waiver
- Pay the team registration fees either in full or sign up for the payment plan
- Submit all Fairfax County Public Schools (FCPS) required paperwork to the VP Membership
- Submit a Virginia High School League (VHSL) physical to the Robinson Athletic Office
- Complete the FCPS online Concussion Education Program
- Sign the US Rowing online waiver
- Have health insurance
- Meet all VHSL and FCPS scholastic requirements
- Meet all VHSL and FCPS disciplinary requirements
- Pass a Swim Test
- Participate in the selected mandatory fundraising activities
- Meet the Service Hour requirement

REGISTRATION

Registration begins on the Crew website at <http://www.robinsoncrew.org>.

Step 1: Register Online

To be a member of Robinson Crew, you must register online as either a novice, new to Robinson Crew even if you've rowed for another team, or an experienced/returning team member. The link to register online is posted on the crew website, www.robinsoncrew.org, under the "Team/Join" heading and on the homepage. Registration fees (and uniform fees for novices) must be paid through the online registration system, either in full at the time of registration or using a payment plan. RCBC has a limited number of scholarships available to assist student athletes that would like to join the team but are unable to meet the financial requirements. Detailed instructions on how to apply for a scholarship are outlined under the heading "Scholarship."

- \$700 Registration Fee: Pay in full at registration, or pay \$200 at registration and scheduled payments of \$250 the last week of November and \$250 the last week of January.
- \$105 Uniform Fee (novices only): Pay at registration or in addition to the January payment.

Step 2: Complete Registration Forms

The forms are available for download at

<http://leagueathletics.com/Documents.asp?org=robinsoncreworg>

Packets will also be provided at the "Registration Fair" or you may pick up a packet in the "Crew" mailbox in Robinson's Athletic Office. You must complete, sign and submit the forms to the VP Membership.

- Emergency Care Information (3 copies needed)
- Field Trip Driver's License and Vehicle Insurance Information (One for every driver that may transport team members, including the student driver even if they drive alone.)
- Parental Authorization and Acknowledgment of Risk for Field Trip
- Robinson Secondary Parental Authorization & Acknowledgement of Risk
- Fairfax County Public Schools Participation Policy
- HS Weight Room Permission
- Assumption of Risk communicable Disease
- Robinson Crew Registration Requirements

Step 3: VHSL physical

A Virginia Athletic Participation/Parental Consent/Physical Examination Form ("sports physical form") must be completed and filed with the Robinson Athletic Office for each athlete. An updated form can be downloaded from:

<http://www.vhsl.org/doc/upload/adm-form-physical-2013-141.pdf>

- The physical must be dated after May 1st of the current school year.
- A new physical is not required if previously submitted for the *current* school year.
- Write "CREW" on the top of the form.
- Keep a copy of the form for your records.
- NOTE: Physical form must be completed by a physician and will be reviewed by the Robinson Athletic Department's Athletic Trainer. You may not participate in any practices until the physical has been approved by Robinson's Athletic Trainer.

Step 4: Concussion Test

All student athletes and one parent or guardian must complete the FCPS online Concussion Education Program annually. The program must be completed after May 1st of the current school year.

<http://www.fcps.edu/sports>

Click on the "Concussion Education for Parents & Students" link to begin. Remember this will need to be completed once by the student athlete and once by one parent or guardian. Upon successful completion of the program, the school will receive notification you have completed the program; you will NOT be required to provide a certificate of completion but should note the date you completed the program for future reference.

Step 5: US Rowing Online Waiver

Prior to participating in any US Rowing sanctioned regatta Robinson Crew is required to provide certification that all of the team members and coaches have signed the US Rowing waiver. An email containing the instructions and website link will be sent out by the VP Membership during the month of February.

OTHER FCPS REQUIREMENTS

- **Insurance** - FCPS, RCBC and Virginia Area Scholastic Rowing Association (VASRA) do not carry insurance to cover Student athletic injuries. Parents need to purchase school insurance or possess a family insurance policy.

- **Scholastic Eligibility** – In order to participate on a Robinson Secondary athletic team, each athlete must have satisfied all of the VHSL scholastic eligibility requirements prior to participation. Each athlete must have passed five subjects for credit the preceding semester and be enrolled in at least five subjects for credit the current semester.
- **School Discipline Referral** – Any student-athlete referred to an administrator or the coach for a school rules violation may be denied the privilege of participation in all athletic activities for a period as determined by the Coach, Robinson Athletic Director, and or Principal.

SWIM TEST

Each first-year participant in Robinson crew (novice) must pass the swimming requirement set forth by VASRA and US Rowing. Once the test has been passed, it does not have to be retaken in subsequent years. Rowers/Coxswains do not wear life jackets while rowing and must be able to sustain themselves in the water until help arrives. While on the water, either at practice or at regattas, coaches and or judges are in motorized launches with a personal floatation device (PFD) for each rower/coxswain. The team members should stay with their boat, wait for help and NEVER try to swim for shore.

The entire Swim Test must be completed without stopping, touching the walls (other than to turn and go in the other direction), or touching the bottom of the pool. There is no break between the portions of the test. There is no time limit or stroke requirement for completing the 100 meter swim. The Swim Test will be administered by a Head Coach and a parent coordinator along with several parent volunteers. The Head Coach will make the final pass or fail determination. Failure to pass the swim test will result in a refund as outlined in the RCBC Refund Policy.

All rowers must be fully clothed (long pants – no spandex, T-shirt, and socks) for the Swim Test, which will consist of the following:

- Swim 100 meters
- Tread water for 4 minutes
- Don a Personal Floatation Device (PFD) that is tossed to them while in the water

MANDATORY FUNDRAISING ACTIVITIES

Robinson crew is a club sport that has the privilege of being recognized by Robinson Secondary School as a Varsity sport. As a club sport, crew receives no outside funding, therefore all funds necessary for the operation of the program must be collected through team member registration fees and various fundraising activities. RCBC engages in many fundraising activities, many of which are optional. A few of the larger income generating activities are only successful with the participation of the entire team and as such are mandatory. Full participation in these activities is mandatory for the specified team members. Failure to participate in mandatory activities results in a \$100 alternate participation fee and or service hours performed. Fee payment or a waiver request must be received by the RCBC President within 7 days of the event. In the event of a negative waiver decision by the Board of Directors, the fee payment is due within 7 days of written notification. The team member will be suspended from all crew activities if the fee is not paid as required.

TAG DAY

TAG DAY involves the student athletes going out into the Robinson community to solicit funds. The team members go out in groups of 2 or more with a parent volunteer driver as a chaperone. The groups go door to door requesting financial support for the program. With over 5,000 students attending Robinson the community is very large and contacting each home is only possible with a large number of team member participation.

This event is typically held on a Saturday and Sunday during the month of January or early February. Only one (1) day's participation is required. Any participation on the second day will earn the team member service hours.

Occasionally, a rower/coxswain will be unable to attend either day due to a prior school or family commitment. The team member must inform the TAG DAY Coordinator and their Head Coach of this conflicting commitment prior to the event's dates. The Head Coach will arrange for the rower/coxswain to make up their missed commitment by assisting with various tasks around the boathouse.

LETTER WRITING

Letter writing consists of team members sending letters to friends and family members soliciting donations. Every novice team member is required to send 10 letters. Any letters over the novices required ten (10) will earn the team member one (1) service hour per letter. Every letter an experienced team member sends will earn the rower 1 service hour. A team member may only earn a maximum of 25 service hours by sending letters.

It is understood that not everyone may be comfortable mailing donation request letters to friends and family therefore as described above a team member may opt out of participating for a fee of \$100.

SERVICE HOURS

All functions necessary to maintain the operations of the crew team are performed by volunteers. Hundreds of hours of volunteer work are needed during a single crew season for the team to be successful. To ensure the burden is never too great for any single person or group of people, a service hour requirement is part of being a member of the Robinson crew team. Since no family dynamic is the same and it is recognized that some families may not be able to meet their service hour requirements entirely by physically being present, service hours may also be earned through the donation of various goods that are required throughout the season. It is generally recognized that the donation of necessary goods carries with it a service component. While the donation of goods is welcomed and offered as a way to assist our team member's families that for whatever reason has a difficult time physically donating their time, what the Robinson Crew Boosters Club wants and what the team really needs is your time. Families that are encountering an increased level of hardship may also apply for an exemption or reduction of the service hour requirement. The Service Hour requirements and its intricacies are outlined below. Instructions on how to apply for an exemption or reduction of the Service Hour requirement are listed under our Scholarship section.

- **Requirement**

- Each novice team member is required to accrue 25 service hours prior to the deadline. Any family with more than one (1) novice only needs to earn 20 service hours per team member.
- Each experienced team member is required to earn 75 service hours prior to the deadline.
- The maximum number of service hours a family is required to accrue is 150

service hours regardless of the number of team members participating in a single season.

- **Calculation**

- One (1) hour volunteered equals one (1) service hour unless specifically stated otherwise on the Service Hour's Schedule.
- Service hour credit may be given for requested goods donations. Service hour credit will be calculated at the rate of one (1) service hour per each estimated \$10.00 in good's value. For example, if you donate an estimated \$10.00 worth of bananas you will earn one (1) service hour.
- Service Hours for cash donations are also calculated on the rate of one (1) service hour per each \$10.00 donated. This is used when calculating the number of service hours earned for securing sponsorships for the Round Robinson 5K.
- Service hours earned via purchases made thru the Scrip program are calculated at the rate of one (1) service hour for every \$10.00 RCBC receives from the program. For example a \$100.00 card to a retailer may earn a return of 5% or \$5.00 so the purchaser will earn ½ service hour. The Scrip Coordinators carefully track the earnings of each purchaser and report them to the Service Hour Coordinator monthly.
- Service hours will not be awarded to volunteers in the case of an event cancellation provided the cancellation occurred a day in advance. For example, school closures where notification is sent out well in advance of an afternoon practice.
- Service hours will be awarded in the event of a last minute or same day cancellation. For example, the coach may cancel practice due to weather. This decision is typically made mid-morning the day of the practice and notification is sent out via email and text to the team members.
- Service hours may be earned by team members, family members of team members and friends of team members. To ensure proper crediting of the service hours earned every volunteer must sign in and properly designate the team member for whom they are earning the service hours.

- **Event Cancellation Policy**

- Service hours will not be awarded when the Head Coach and or Event Coordinator in conjunction with their supervising Board of Director cancels an event the day prior to the scheduled event time. The day prior is defined as any time prior to midnight. In the case of the Head Coach, notification of the event cancellation will be made either verbally or via email to a Board of Director with such notification time being the basis for determining the event cancellation time. Event cancellation time is not based on the time the event volunteers are notified. Volunteers of events cancelled due to FCPS school closure, where the closing of the school's facilities is made prior to the school's normal opening time, will not receive service hours. Volunteers of events cancelled due to FCPS school closure, where the closing of the school's facilities is made during normal school or after school hours, will receive service hours.

- **Deadline**

- All service hour requirements must be met by February 15th of the current season.

- Experienced or returning team members have from February 16th of the previous year to earn their 75 service hours.
- Novice or new to Robinson crew team members have from the date they join or earlier if motivated to volunteer prior to joining to earn their 25 service hours.
- The VP Membership will begin notifying the Head Coach of service hour shortages after the 1st of February and at least seven (7) days prior to the February 15th deadline.
- All team members' service hour accounts reset to zero (0) on the 16th of February.
- No service hours will carry over from earning period to earning period.
- **Tracking**
 - Each Event Coordinator will have a sign in/out sheet on which all volunteers will enter their name and the name of the team member for whom the service hours are to be assigned. **This is very important as any volunteer that does not sign may not be credited with their service hours!**
 - Service hours may not be transferred to another team member AFTER they have been earned and reported unless it is between siblings.
 - Coordinators will report the service hours earned during their event to the Service Hour Coordinator for recording in the Service Hour Spreadsheet.
 - An updated Service Hour Spreadsheet will be posted on the Crew website at the beginning of each month.
 - All team members are highly encouraged track of their service hours earned. All discrepancies should be brought immediately to the attention of the Event Coordinator(s). Any difficulties in resolving a service hour discrepancy may be directed to the event coordinator's supervising Board of Director member or the VP Membership. All contact information is listed on the Robinson Crew website or in the Robinson Crew Directory.
 - Team members will have 60 days from the date of the event to resolve any discrepancies.
- **Penalty**
 - Any unearned service hours must be purchased after the deadline at the rate of \$15 per unearned service hour.
 - Team members will be notified via email and hand delivered letter of their balance due by the VP Membership no later than seven (7) days after February 15th.
 - Team members will have three (3) days to bring their accounts up to date.
 - Beginning on the 4th day after notification no further crew participation will be permitted until the team member's account has been brought up to date.
- **Questions**
 - VP Membership at vpmembership@robinsoncrew.org or any Board of Director member.

“You’ll pass out before you die, so row harder.”
- Jennifer Bradburn

SCHOLARSHIP

The Robinson Crew Boosters Club strives to make crew accessible to all Robinson student athletes that wish to fully commit themselves to the sport. Every effort is made to ensure that each student athlete is able to fully meet all the requirements whether they are service hours or financial. Each season funds are set aside to aid student athletes that are experiencing financial hardships.

A committee consisting of three (3) Board of Director members is created each season to review all scholarship and service hour reduction or waiver request applications. The committee will review the applications and make a recommendation to the Board of Directors as to whether or not the application should be approved. The Board of Directors will then vote to approve or disapprove the application.

To apply for a scholarship or service hour reduction and or waiver, fill out and submit the necessary form(s) contained at the end of this handbook. Applicants may request a scholarship to cover all financial requirements, a portion of their financial requirement, all service hours or a portion of the service hours.

MEMBERSHIP REFUND PROCESS

- A written refund request must be either emailed or mailed to a RCBC Board member. The letter must include:
 - Name of the rower
 - Name of the responsible party
 - Reason for the withdrawal and refund
 - Date of the withdrawal
- The amount of the refund will be calculated as follows
 - Prior to the start of Winter Training
 - All registration fees with the exception of \$110.00 (\$25.00 processing fee and \$85.00 Robinson Crew Boosters Club fee)
 - After the start of Winter Training but prior to January 1
 - All registration fees with the exception of \$160.00 (\$25.00 processing fee, \$85.00 Robinson Crew Boosters Club fee and a \$50.00 pro-rated winter training fee)
 - Beginning January 1 and prior to February 1
 - All registration fees with the exception of \$210.00 (\$25.00 processing fee, \$85.00 Robinson Crew Boosters Club fee and a \$100.00 pro-rated winter training fee)
 - Beginning February 1 no refund requests will be accepted
 - Failure to pass the Swim Test will result in a refund of all paid registration fees less \$160.00 (\$25.00 processing fee, \$85.00 Robinson Crew Boosters Club fee and a \$50.00 pro-rated winter training fee)

PRACTICES

Winter Conditioning (Land Training)

Winter Conditioning, also referred to as Land Training, is a voluntary pre-season training program designed to prepare athletes for the physical demands of the spring rowing season. The coaching staff highly recommends that athletes participate in the winter training program or participate in another sport during the winter months. The accomplishments of winter conditioning set the stage for the team's level of performance in the spring season. Winter conditioning season typically starts the last week of November or the first week of December and continues right up to the beginning of the spring season water training in late February. Conditioning sessions are held after school in the evening at Robinson Secondary School

Monday – Thursday. Fridays are immediately after school with 5 mile runs at Burke Lake on Saturdays. The Burke Lake runs begin at 9:00am with the team members meeting at the amphitheater and are open to not just the team members but their families, friends and pets as well.

The winter conditioning schedule can be found on the Robinson Crew website at <https://leagueathletics.com/Page.asp?n=102863&org=robinsoncrew.org>. Winter conditioning participants are highly encouraged to test their skills at the Mid-Atlantic Erg Sprints. The Mid-Atlantic Erg Sprints is an indoor rowing competition, hosted by the TC Williams Crew Team, which takes place during the winter conditioning training period most often around the end of January. Interested team members should speak with their respective coach about which event(s) they should enter. Registration is completed by individual team members. Family members and alumni are welcome to compete as well. Registration for each event and further information about the Sprints can be found online at www.ergsprints.com.

Spring Practice (on the water)

Spring practice means time on the water at Sandy Run Regional Park. Spring practices typically begin in late February and run through the end of May or early June depending on the seasonal regatta schedule. Practice will be held each day after school with Saturdays being either a morning practice or a regatta. Practice times will generally be fixed, 4:30 to 6:30pm, throughout the season but may vary due to weather, sunset times, coaching staff decisions, and/or your designated boat. Actual practice times will be announced closer to the spring season and posted on the team calendar on the crew website, www.robinsoncrew.org. All rowers and coxswains are expected to be present on time and ready to practice. Practices are held daily during the school's spring break and are considered to be part of the normal season's practice schedule. Failure to attend practices over spring break will be treated as if a "regular" practice is missed. Please notify the coach well in advance if you intend to miss practices during spring break. All rowers/coxswain are expected to be at each practice. **Unexcused absences are unacceptable.** The absence of one rower can impact not only the other eight athletes in his/her boat, but also those of other boats when athletes are shifted to cover for the absent rower.

Commitment and Participation

Commitment is a very important part of crew at Robinson. Commitment is required to withstand the grueling physical demands of the sport, to raise the large amount of money needed to sustain the team, and to keep the second largest Robinson sport at the forefront. Robinson Crew exists not only because the athletes are committed to their sport, but also because the parents are committed to their rowers. Team member commitment is a hallmark of Robinson Crew.

All crew families participate in fundraising and other club activities throughout the year and in so doing establish a bond and share unique experiences. Booster families participate with their rowers in fundraisers, workdays, and regatta support.

"A race is not won in the recovery. A race is not won on race day. The race is won from what is accomplished in practice."

-Unknown

REGATTAS

Coaches will attempt to announce boat line-ups on the Wednesday before each regatta, however, given the nature of the sport boat line-ups may not be completed until Friday afternoon, especially for the lower or novice boats. The team attendance policy will remain in effect after line-ups have been announced. Each boat will be required to arrive at the race location at a specific time set by the coach. Be punctual, as your boat may not race if you are not on time or if a teammate from your boat does not show up. Robinson rowers and coxswain are expected to exhibit the highest standard of sportsmanship on and off the water including bus rides, hotel stays, team meals, and banquets.

Participation in Regattas

Every effort is made to ensure that each rower and coxswain who has fulfilled team obligations and complied with the attendance policy has the opportunity to participate in the local regular season regattas prior to the State Championship. Boats are required to qualify for the Championship Regattas and full participation in these events cannot be guaranteed due to the limitations placed on the coaching staff by the regatta organizers. Rowers who participate in regattas that involve missing school classes must submit the Excused Absence paperwork and make arrangements for missed assignments with their teachers ahead of time. This is particularly true if any SOL testing periods are to be missed. Robinson will recognize these out-of-school trips as excused absences with prior parental notice.

Boat Selection

The strength of Robinson Crew is its depth of talent. There are rowers on lower boats who would probably row on the varsity eight on many teams in the area. Each year the coaches struggle with the difficult decisions of which athletes to put into which boats. Here are some of the assessments that coaches make in the selection process:

Rowers	Coxswains
Attitude	Attitude
Consistency/Attendance/Teamwork	Consistency/Attendance/Teamwork
Ergometer scores	Leadership and ability to motivate others
Racing skill, experience, and past performance	Race management skill, experience and past performance
Seat racing results	Steering skill
Subjective analysis of boat moving ability	Technical knowledge of rowing
Physical conditioning	

“The greatest accomplishment is not in never falling, but in rising again after you fall. “

-Vince Lombardi

BOAT STRUCTURE

Competitive Focus

The UPPER BOATS are the top of our program. Athletes who reach this status are typically experienced rowers with the talent and dedication to train and race at a high level. First priority is selection of the First Eights. After that, qualified athletes may try out for the other competitive boats. Upper Boats normally travel to away races, but the final decision rests with the coach. Success in upper boats requires year round training.

- Men: First Eight, Second Eight/Junior Eight
- Women: First Eight, Second Eight/Junior Eight
- Must earn the seat—competitive selection by coaches
- Land training (ERGING, running) daily
- On water practices daily (except Sunday), including Spring Break

Developmental Focus

The LOWER BOATS are the starting point for all rowers. This is a developmental level where the basics are learned. There may not be events for these crews at the Championship Regatta. These boats will travel to away regattas at the coach's discretion.

- Maximum possible on-water participation in Saturday regattas through entrance of third, fourth, Freshman Eight, and possibly, fifth eights (may be limited during championship regattas)
- Land training (ERGING, running) daily
- On-water practices minimum of 5 days a week, depending on weather, boat, and coaches' availability.

GENERAL REGATTA INFORMATION

By far, the most exciting part of crew participation is the Saturday regatta racing. We generally race on our "home" water at the Sandy Run Regional Park. If your son/daughter knows their boat assignment the night before you can look at VASRA's website www.vasra.org for the schedule of events and print out the "Heat Sheet" to take with you. The schedule of races is fluid and often changes will be made as late as the morning of the race. As a team sport we look for the parents and the rowers to support every event entered by Robinson Crew, not just the event in which your son or daughter competes. The team stays for the entire regatta. Parents are encouraged to do the same.

Some basic Regatta Day tips:

- Plan on a full day from early morning to late afternoon. Concession stands are available if you prefer not to bring picnic meals. Parents, if you have to arrive later, give yourself plenty of time because it is easy to miss a race if you are not in the park, out of your car, at least an hour before scheduled race times. (On big regatta days at Sandy Run, satellite parking is provided down Route 123 and/or at the new South County School with bus service to/from Sandy Run so please recognize that this can add additional time to your commute and you will need to plan accordingly.)
- A free shuttle bus paid for by RCBC and several other schools will run from Silverbrook Elementary School to the upper gravel parking lot. Silverbrook ES is located at 9350 Crosspointe Dr, Fairfax Station.
- Rowers/coxswains will be required to arrive at the race location at a specific time set by the coach. It is important to be punctual. A boat will not row if members are not there on time.
- Rowers/coxswains must wear their uniforms. Occasionally in the colder weather VASRA will waive the uniform requirement allowing the rower to dress in layers.
- Regatta participants are responsible for "rigging" the boats at the regatta and also for de-rigging the boats after the event.
- Healthy food, snacks and drinks are provided for the team members during the long regatta days. Volunteers are always needed to "man" the food tent. Setting up/taking down the food tent, unpacking/packing up the supplies are always good ways to volunteer and earn service hours while getting to know our outstanding athletes.

The Venue of Sandy Run Regional Park

A park dedicated to rowing enthusiasts. Sandy Run is a rowing-only marina and is set up solely as a practice site and regatta location. On regatta days, you should plan to arrive early to ensure you will get to the viewing area in time for your planned race. Failure to observe the 15 MPH speed limit in the park may result in your parking privileges being revoked.

The athletes need to help set up the boats in the morning before each regatta and a day or two before the coaching staff will announce the arrival time for all team members. It is also important that coxswains are present at the early morning race meeting or they risk being eliminated from racing that day. (It is a safety issue; coxswains at Sandy Run receive a wristband, which indicates they attended the meeting).

Sandy Run charges parking fees on regatta days. Parking is limited so in order to promote carpooling, a parking fee is charged. You may drop off your rowers/coxswains at the parking lot

at the corner of Van Thompson and Hampton Rd. A free shuttle bus will transport the rowers/coxswains to the park. If you are entering to watch the races, you will be directed to one of the designated parking areas after payment of the entrance fee. Early arrivals will be able to park closer to the race site.

It is important to understand that there are two primary areas at Sandy Run. The first area is the marina area/regatta headquarters, which is where most participants wait for their race to be called. (Note: This is where our boats and equipment is located.) This area is located at the end of the main road going into the park area. It is highly encouraged that you avoid this area on regatta days as it is very congested with hundreds of athletes, their equipment, the coaches and regatta staff. Additionally, if you stay there, you will not be able to see the races. A predetermined meeting location for parents and their athlete after the regatta is advised. The second area is the actual grandstand or viewing area, which is the best place to see the boats finish their race.

Competitors leave the marina area when their race is called and row downriver, along the Prince William County side of the Occoquan River, outside the race lanes well beyond the race area to the holding area. The boats are then started from that location and race upriver to the finish line. After completion of the race, they row back to the marina.

Grandstands/viewing area

There are three main options for getting to the grandstand/viewing area to watch the races:

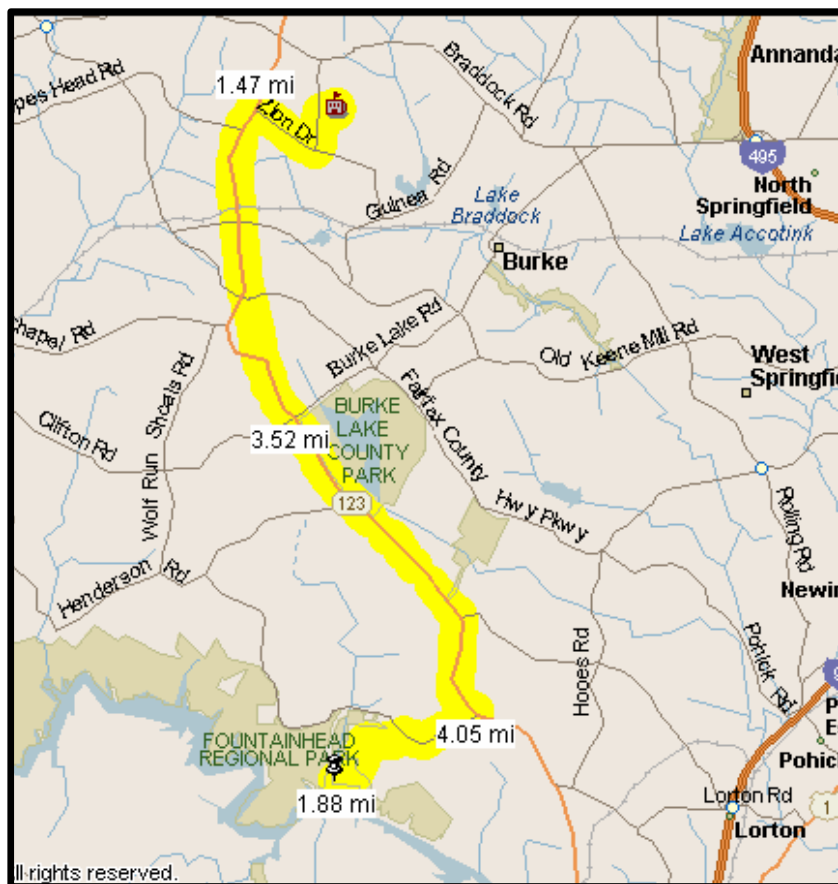
- A shuttle van departs about every 10 minutes from Parking Lot C. A nominal fee, approximately \$2.00 per person, for each one-way trip to/from the viewing area is charged.
- Follow the trail from Parking Lot C to the grandstand/viewing area. This trail is clearly marked, but it is unpaved and quite hilly in places. It is about a 15-20 minute walk.
- Follow the trail from the marina/regatta headquarters area to the grandstand/viewing area. This is about a 20-25 minute walk and the trail joins up with the path from Parking Lot C.

As a spectator that day, you should expect delays in reaching the grandstands until you become familiar with the park layout; most parents have experienced the thrill of watching their child row and a quite few have also experienced the agony of being a few minutes, even seconds too late. It can easily happen if you don't arrive early in the morning (or park an hour before the scheduled race) because you must walk through the woods after parking your car or wait for a shuttle ride to the grandstand.

More details on regatta schedules, race results, and general information/directions can be found at the general VASRA web site www.vasra.org and also on the Robinson Crew website at <http://www.robinsoncrew.org>.



DIRECTIONS TO SANDY RUN



1. Proceed west from Robinson.
2. Turn left onto Sideburn Road.
3. Turn right onto Zion Drive.
4. Turn left onto Ox Road (Route 123S).
5. Follow Route 123 South past Burke Lake Park.
6. Turn right onto Hampton Road. There is a stop light at the intersection.
7. Turn left onto Van Thompson Road.
8. Follow Van Thompson Road to the Sandy Run Rowing Center parking lot.

It is about 11 miles from Robinson to the Sandy Run Rowing Center.

Be particularly careful of your

speed on Hampton and Van Thompson Roads.

“Rowing is not like baseball, where you can arrive late, grab your glove and run onto the field. For me, it was the discipline of having to be at a given place at a given time, sometimes seven days a week. As time went on, that very discipline influenced other dimensions of my life.”

- Frank Shields, Penn. '63

COMMUNICATIONS

- **Board Members** - The Board Members conduct the daily crew boosters club’s business in the name of RCBC. You are encouraged to contact Board Members by phone, in writing or by email with your ideas, comments and/or concerns.
- **Email** - Email is the team’s primary means of communication. The At-Large Board member will send out a weekly publication, “Quick Catches”. This weekly digest will have announcements and information of any upcoming events. An occasional additional email will be sent out containing urgent messages. All rower and parent email addresses will be requested during the online registration. Updates and changes to email addresses should be sent to the Vice President, Membership at vpmembership@robinsoncrew.org.
- **Text Messaging** – Last minute practice cancellations will be texted and emailed. Team members and parents may sign up for text messaging during the online registration process. If you need to add a cell phone number to the text messaging list simply login to your account and edit your information. If you have any questions or problem an email should be sent to the Vice President, Membership at vpmembership@robinsoncrew.org.

- **Web Page** - The Robinson Crew web page is a great source of information about the crew program. It contains timely information and forms. The Robinson Crew web page address is: <http://www.robinsoncrew.org>.

In addition, we have the ability to access the VASRA website (www.vasra.org), which not only references our current crew season, but also offers regatta-training sessions, outside competitions, etc. Other rowing links are also available on our website.

- **General Membership Meetings** - Robinson Crew General Membership meetings will be held monthly with the exception of December during the school year. This is another dissemination point for information packages, fundraising, volunteering or miscellaneous items. Dates/times/locations for each of these meetings have been indicated in the calendar of events posted on the web.
- **Coaches** - All contact with coaches should be made through their respective Head Coach at girlsheadcoach@robinsoncrew.org or boysheadcoach@robinsoncrew.org. Additionally, you may reach the Program Director at programdirector@robinsoncrew.org.
- **Mail**. The Robinson Crew Boosters Club mailing address is:

Robinson Crew Boosters Club
PO Box 7086
Fairfax Station, VA 22039

CLUB EXPECTATIONS

Athletes are expected to:

- Work hard in order to improve and strive to achieve individual goals.
- Be supportive of the team by accepting coaching decisions.
- Participate fully in all aspects of the training.
- Seek feedback. If a team member doesn't know where they stand, ask.
- Realize team goals come before the needs or desires of any individual.
- Treat all teammates, opponents, coaches, officials and RCBC members with respect.
- Participate fully in all fund raising activities...Robinson Crew receives no funding from Robinson Secondary School or Fairfax County.
- Dress for the occasion.
- Enjoy being a member of a successful, competitive rowing team!

All members of the team must be appropriately dressed for current weather conditions. It is highly recommended that they have extra clothing with them. Clothing for water training should be close fitting and have basic water-resistant properties. Coxswains should be well covered with warm clothes that can withstand wind and water penetration. Coaches recommend the following:

- *In Cold Conditions (you will get wet and it will be cold):*
 - Winter hat – (this is critical as most heat is lost through your head)
 - Gloves for training off the water (no gloves are worn during water practices)
 - Lined, long spandex or close-fitting fleece/lined athletic pants
 - Dry-fit or moisture-wicking inner layer (i.e., polypropylene, cool max)
 - Waterproof or water-resistant jacket (shells work better than large bulky jackets)
 - Fleece vest or jacket
 - Layers are important
 - Warm socks – polypro, fleece, or warm wool socks
 - Sunscreen (protect your face from the sun)
 - Sunglasses

- *In Warmer Conditions:*
 - Baseball cap or visor to protect your face from the sun and to keep your hair in place
 - Sunglasses
 - Close-fitting shorts (baggy shorts can get caught in the seat tracks)
 - Cotton, dry-fit, or cool max T-shirt
 - Sunscreen (protect your face and body from painful burns)
- *In General:*
 - Spare sneakers every day...good running shoes for land practice and old ones for water workouts. Also an extra pair of socks or some extra clothes to replace wet clothes is essential.
 - Filled water bottle (at least 16 ounces). Water is always preferable to sport drinks.
 - A protein filled snack for the ride home.
 - Towel to wipe off moisture after exercise or spraying in the boat. Team members should make sure to take home whatever clothing or personal belongings they bring to team events.
 - Basic first aid items such as band aids and blister ointment

Coaches are expected to:

- Develop and discuss with the rowers a selection plan. It must be understood that circumstances may make it necessary for the coach to alter this initial plan.
- Provide direct feedback to the student-athletes about their strength(s) and/or weakness(s), and ways to improve. Be constructive in criticism.
- Make fair assessments to achieve the fastest lineups and communicate the results openly.
- When selections are made, hold individual conferences to explain decisions, if needed and deemed necessary.
- Share with the participants in the failures and many successes of this team!
- Provide clear communications from the beginning on all steps necessary to make Robinson Crew a successful program.

Parents are expected to:

- Support their children and the team by taking an active role in the Robinson Crew Boosters volunteer program.
- Remember that the coaches have full responsibility for training the student athletes.
- Respect the coaches as the final authorities on boat selection and rowing matters.
- Remember, coaches seek only to create the fastest possible lineups. While decisions are subjective, they are not personal.
- Participate in fund raising activities.
- Participate in service activities.
- Enjoy your child's growth and development through his/her commitment, dedication, and teamwork!
- Show up at regattas to watch and support the team.

Members should remind their athletes to remain engaged with their coaches regarding their development, areas needing improvement, and goal setting. Parents are welcome to speak with coaches when they are available about rowing and their athlete's progress but shall not question the coaches' authority regarding boat and seat placements and other coaching decisions.

POLICIES

Practice Attendance Policy

Teamwork is paramount to success in crew. Absences are extremely disruptive to the team's progress and overall success. All rowers and coxswains are expected to attend each practice and report on time ready to work hard.

Unexcused absences are unacceptable. If an athlete is absent from school or departs school early due to illness, they are not permitted to attend practice on that day.

Conflicts between practice and official Robinson events MUST be presented to the respective Head Coach IN WRITING no later than 48 hours prior to the missed day of practice at girlsheadcoach@robinsoncrew.org or boysheadcoach@robinsoncrew.org.

Anyone who is unable to attend a scheduled practice for any reason must notify his/her Head Coach and the coach of the relevant boat no later than 24 hours prior to the missed day of practice.

If a rower or coxswain misses a practice without a good reason, he/she may be excluded from the following regatta. Failure to adhere to the above notification procedures may also result in exclusion from the following regatta. The final decision regarding regatta participation is within the discretion of the Head Coach.

Varsity Letter Policy

In order to earn a varsity letter, a Robinson Crew athlete must meet all of the following criteria:

- Satisfies or exceeds school minimum grade and attendance requirements
- Consistently attended practices, meetings, and fundraising events
- Competes in at least four races in First 8 or Second/Junior 8
- Observes all club and park authority regulations
- Free from any disciplinary action

Coaches maintain the right to veto or waive requirements of letter awards under exceptional circumstances.

Disruptive Behavior Policy

Rowers, coaches and members of the Robinson Crew Team and the RCBC need to advocate and model the fundamentally positive aspect of athletics, e.g. a positive attitude, fair play, honest competition and effort, self-discipline, integrity, personal growth and development. In that regard, behavior at all times while engaged in team and RCBC activities is expected to be appropriate, respectful and epitomize good sportsmanship.

By Team Members

A coach may immediately suspend any team member whose behavior at the boathouse, during practice on the water, on school grounds or on regatta trips is deemed by the coaching staff to be disruptive. An athlete who willfully disturbs a practice or disobeys the coach makes it difficult for the rest of the team to stay on task and continue to learn, and may put others at risk. Disruptive behavior includes defying staff/coach authority, using offensive language or gestures, making threats and fighting. A suspension by the coaching staff may lead to termination from the team, depending on the circumstances and reason for the suspension. All suspensions will be immediately reported to the Robinson Director of Student Activities.

By Parents

Any interference by parents with coaching staff decisions regarding the nature of practices, rowing assignments at practices and regattas, or other coaching decisions will be deemed disruptive behavior. The coaching staff reserves the right to escort any disruptive parents from the practice and or regatta site and will report such disruptive behavior to the Robinson Director of Student Activities. Parents who represent themselves as having the apparent authority of the RCBC Board of Directors or who through actions and/or words impugn the reputation of the team will be deemed disruptive and reported to the Robinson Director of Student Activities.

Suspensions

Any rower, who has been suspended for any reason, will not be permitted to attend scheduled practices, regattas or any crew event during the suspension. The Program Director or Head Coach shall notify the team member, the team member's parents and the Robinson Director of Student Activities of the suspension.

Termination

Any team member who has been suspended may be terminated from the team, depending on the circumstances leading to the suspension. The Program Director, Head Coach and coaching staff in conjunction with the Robinson Director of Student Services will make the final determination of a team member's termination. The RCBC Board of Directors has no involvement in or with rower terminations or suspensions.

Appeals

Athletes and/or their parents may appeal actions pursuant to this policy taken by the coach. The first level of appeal is to the Director of Student Activities or other administrator designated by the principle. The second level of appeal is to the Principal. Decisions rendered under this policy cannot be appealed beyond the principal, whose decision is final. The school administration will send a written decision to the parent within two (2) school days of the appeal hearing. The RCBC Board of Directors has no involvement in or with rower suspensions, terminations or appeals.

Comment and Complaint Procedure

The following procedure is available to all team members and their parents or guardians to discuss issues related to the daily operation of the crew team.

Any parent or guardian of a team member may at any time offer in writing comments, recommendations or complaints regarding the operation of the crew team to any member of the RCBC Board of Directors, the Head Coaches and/or the Robinson Director of Student Activities. All operational issues will be reviewed and substantive issues will be discussed with the coaching staff and the Board of Directors at the next regularly scheduled RCBC Board meeting. All coaching issues should be directed to the Robinson Director of Student Activities and will be reviewed by him/her. All input regarding safety issues will be reviewed as soon as reasonably possible.

Complaints about coaching decisions or boat assignments based upon parent perception or comparisons of individual performances against that of other team members will not be entertained.

STUDY HALL

- Study hall will be available from the end of the school day until the beginning of the first land practice Monday through Thursday. Each team member is expected to sign in on arrival and out prior to departure for practice.
- There will be no study hall during water training. Team members taking advantage of the carpool should change into their practice gear and immediately proceed to the carpool pick up area.
- The team member is encouraged to change prior to arrival and to have everything they need with them.
- Permission from the Study Hall Volunteer is needed to leave Study Hall for any reason such as; changing for practice, using the restroom, getting something from their locker, etc. and the following procedures must be followed:
 - The rower must sign out and take a Hall Pass.
 - The rower must visit only their stated destination.
 - The rower must return promptly to Study Hall, return the Hall Pass and sign back in.
- Team members are encouraged to bring a snack and a water bottle because practice will demand a lot of energy from them. If they want to get something from a vending machine, they should do so prior to signing into Study Hall.
- No team member is allowed behind the teacher's desk and all equipment in the room is to be left undisturbed.
- Music, computer, video games, etc. will be played with the use of head phones or silently.

- Any infractions of the rules will be noted on the back of the Study Hall Sign In/Out sheet and the following consequences will apply.
 - First (1st) infraction:
 - Notation Rower's file
 - Email to the Head Coach, VP Membership, President and Study Hall Coordinator
 - Phone call to the Rower's parent
 - Second (2nd) infraction:
 - Notation in Rower's file
 - Email to the Head Coach, VP Membership, President and Study Hall Coordinator
 - Rower may not participate in three (3) practices
 - Third (3rd) infraction:
 - Notation in Rower's file
 - Email to the Head Coach, VP Membership, President and Study Hall Coordinator
 - Loss of Study Hall privilege
 - Further consequences may be applied at the Head Coach's discretion
- Team members are not required to use the Study Hall. They may visit the Media Center or another teacher; however, FCPS regulations require all students on school grounds be supervised by a FCPS employee. Each family may make arrangements to get their child back to school in time for practice or to catch the carpool to Sandy Run or they may drive their athlete to Sandy Run. We ask that those team members using Study Hall be respectful at all times to the Volunteer(s) in charge.

CARPOOL

RCBC works hard to ensure that all student athletes wishing to participate in the sport of crew can. To further assist the needs of the team members RCBC supervises and coordinates a parent volunteer driver carpool.

- The carpool departs from Robinson's Entrance #3 (the middle school side door near the erg shed).
- All team members using the carpool must sign up via the "carpool rider" SignUp Genius.
- All drivers volunteering to drive must sign up via the "carpool driver" SignUp Genius. Any driver not signed up risks not receiving their service hour credit.
- Each volunteer driver will receive one (1) service hour per trip to Sandy Run from Robinson.
- Drivers should arrive no later than 3:30pm to begin picking up the team members.
- Cars must be driven by an adult not at student.
- All drivers must have a Field Trip Driver's License and Vehicle Insurance Information form on file with the Carpool Coordinator.
- One seatbelt for each team member is required.
- All drivers must obey the posted speed limits and DMV rules of the road.
- The last car will depart from Robinson at 3:45pm. The carpool will not wait for riders signed up to ride that haven't shown up by 3:45pm.
- Utilizing the carpool is a privilege. Any unsafe or disrespectful behavior will be brought to the respective head coach's attention and may result in loss of the carpool privilege.

"Rowing is perhaps the toughest of sports. Once the race starts, there are no timeouts, no substitutions. It calls upon the limits of human endurance. The coach must therefore impart the secrets of the special kind of endurance that comes from mind, heart and body."

-George Yeoman Pocock

STANDARDS OF CONDUCT

Team Responsibilities and Training Rules

- Alcohol, drugs, and tobacco are **prohibited**. Use of any of these at any time during the season will lead to automatic suspension or dismissal from the team without any financial refunds.
- All rules and regulations outlined in the FCPS Participation Policy, the FCPS Student's Rights and Responsibilities and by the Virginia Youth High School League must be strictly followed.
- The team is a self-policed group. Members must watch out for each other. Members have a responsibility to each other to keep themselves and their teammates eligible to compete.
- Let the captains or a coach know as soon as possible if there is someone on the team who is hurting the team or themselves by breaking the training rules.

Rules at the Boathouse

- The boathouse is a shared and crowded facility. Crewmembers are expected to exhibit mature behavior at all times.
- Do not touch, move or handle things that do not belong to you. This includes personal items and other team equipment. Personal duffle bags and personal equipment/clothing is private property. Do not open another team member's bag or borrow their equipment/clothing without permission.
- A coach must always be at the boathouse with you. If you arrive early, wait outside the boathouse until one arrives.
- When training on land, stay in groups. Complete the assigned workout in the designated area.
- If you have a conflict with anyone at the boathouse, report it immediately to a coach or race official.

Safety Rules

- Everyone must take a swim test before going on the water for the first time.
- All boats will be accompanied by a coaching launch after moving out of the designated launching and docking area. It is the coxswain's responsibility to ensure a coach is in sight at all times.
- If a boat swamps or turns over, stay with the boat. It will keep afloat until you can be picked up by the coach's launch. **NEVER LEAVE THE BOAT.**
- When the boat is being moved on land or is in the water, follow the directions of the coxswain and the coach. On a professional boat, only the coxswain talks.
- If you or someone else is injured, notify the coach immediately. Those who are seriously injured must report to the Robinson Athletic Trainer at the first opportunity. If you are held out of practice or a regatta because of an injury, you may not return without prior clearance from the Robinson Athletic Trainer.

Equipment Rules

- **Rowing equipment is very expensive and must be handled with care.** Carefully follow all directions regarding the handling of equipment.
- Boats and oars are very long--watch their swing while moving them. Follow all directions regarding the handling of equipment.
- Unnecessary talking and horseplay is not permitted when handling equipment.

- All rowers/coxswains must participate in routine cleaning and maintenance of equipment. Report any equipment problems to a coach or the Operations Staff immediately.
- It is the responsibility of both the coaches and rowers to properly secure all equipment on the trailer before traveling to all regattas. All designated rowers and coxswains are likewise expected to return to the marina to help unload the equipment after completing a regatta.

“No matter what hurts at the beginning, by the end of the race something else will hurt worse.”

-- Bob O'Connor

In Case of Emergency: Dial 911

Other Non-Emergency Information:

- Northern Virginia Regional Park Authority: Sandy Run Regional Park, 10450 Van Thompson Road, Fairfax Station, VA 22039: 703-690-4392
- NOAA National Weather Service: www.nws.noaa.gov
- Sandy Run Weather: <http://www.weather.com/weather/today/USVA0571>
- Fairfax County Fire and Rescue: 703-246-2126
- Northern Virginia Regional Park Authority Headquarters: 703-352-5900
- Robinson Secondary School Athletic Director’s Office: 703-426-2125

FINANCIAL OBLIGATIONS

Participation Fee (in full or in 3 installments) \$700

- First installment - \$200 due at Registration
- Second installment - \$250 typically due the beginning of November
- Third installment - \$250 typically due the end of January
- This fee includes all food, travel accommodations and away regattas with the exception of the Scholastic Rowing Association of America (SRAA) National’s Regatta for which we must qualify, Canadian Secondary Schools Rowing Association Regatta and the National Scholastic Rowing Association Regatta. The team typically attends only one of the aforementioned regattas.

Uniforms \$105

- Required for each novice team member. Experienced team members may use their uniform from the prior season and should contact the Uniform Coordinator for the replacement costs of any lost or outgrown pieces.
- Those paying their registration fees using the payment plan will have their uniform fee deducted in conjunction with their third and final payment.

Away Regatta Trips (outside the National Capital Area) (\$0 - \$350)

- Estimated cost per trip
- All Hotel and travel expenses, including all meals, are included in your registration fees with the exception of the SRAA, Canadian Secondary Schools Rowing Association (CSSRA) Regatta and or National Scholastic Rowing Association (NSRA) Regatta.
- RCBC and the coaching staff reserve the right to occasionally offer “special” away regattas outside the normal rowing season to qualifying boats. These regattas may exceed the above mentioned estimated cost per trip and are strictly optional.

TEAM CAPTAINS

The role of team captain is not to be taken lightly. Team captains' leadership starts with the way they carry themselves. They lead by example. Teammates should see how much work team captains are putting in, motivating them to emulate their actions. Team captains set the standard for the other student-athletes on the team. Captains are well aware it takes an enormous amount of work, heart, and determination to make it to the pinnacle of this mentally and physically challenging sport.

Captains must have good time management skills to balance crew and school work. Captains help the novice crew with technique and support all team members at regattas. Team captains' positive attitudes during competition will be reflected by the rest of the team. In addition to the responsibilities directly involved with training and competition, captains also play a role in helping novice team members adapt to the rowing environment.

Captains serve an important role in the communication between team members and the coaching staff. Team captains also serve as the primary spokesmen and representatives of Robinson Crew at school assemblies.

Process for choosing Captains

The selection process for Team Captains is at the sole discretion of the respective Head Coach. Any team member wishing to be considered for the role of captain is encouraged to speak with their Head Coach and current team captain(s). The captains will be announced at the Spring Sport's Banquet or the Crew Team Awards Banquet.

Responsibilities - The following are the team captain's responsibilities:

Be a team spokesman

- Be a conduit between the coaches and team concerning team issues
- Help articulate team goals for the team
- Present team concerns to the coach
- Help recruit and train novice team members
- Serve as the primary spokesman and the face of Robinson Crew at school assemblies

Generate Team Spirit

- Organize a least one social event outside of practice
- Lead the team cheers at meets
- Provide end of the year awards to all team mates
- Other: locker notes, pep talks, fun runs, ice cream treats, team lunches, whatever you can think of to motivate the team members

Lead warm-ups, stretches, and cool downs

- Lead team in daily stretching and dynamics, making sure the team does them effectively, efficiently, and together
- Gather entire team at regattas for warm ups and cool downs
- Be a model when it comes to warming up and cooling down

Be a role model for all team members

- Be on time every day with all necessary equipment
- Help coaches focus the team during team meetings
- Attend all team events
- Bring disciplined work habits to practice daily
- Be knowledgeable about the sport, training, and equipment

Encourage participation in summer rowing camps and activities

- Inform team members of the different rowing camps and activities available during the summer
- Stay in contact with rowers during the summer and follow-up on their rowing activities

Know and support your team mates

COXWAINS

The coxswain is an essential part of the boat, just as essential as the rowers themselves. The coxswain's primary job is to keep the boat moving straight. In addition to steering the boat, the coxswain helps the crew keep the cadence, calls out instructions and the stroke rating. If the boat can't stay in its lane, it gets disqualified. Coxswains steer the boat by making minor corrections in the direction of the rudder. If a boat is leaving its lane, the official behind it will wave a flag at the coxswain. The coxswain is also responsible for the safety of all the rowers in the boat, as well as all of the equipment.

During the race, besides steering, the coxswains need to keep their wits about themselves and control the pace of the boat. They do this by using their cox-box, which tells them the current stroke rate. If it is off of race pace, then they will tell the stroke to control the rate and bring it back to race pace. A coxswain also needs to motivate the crew, especially in the last 500 meters of the race. When all of the rowers are exhausted, it is the coxswain that the rowers depend upon for the motivation and the determination to win. The coxswain makes them add that little extra bit of strength that they find deep down inside of themselves.

The coxswain must be a good communicator. A list of coxswain's commands used during a race and water training is given in the next section. All coxswains should know these commands before racing. Besides the basic commands, a coxswain must be able to motivate the crew. Tell them where they are in a race, "200 meters left to go, pick it up for ten!" Tell them where the competition is and give them encouragement, "We're riding their stern, get me up there! Pull ahead, you have the ability!" And a coxswain must stay calm during the entire race and sound confident.

Rowers can help the coxswain by being attentive and keeping their heads and minds in the boat. When rowers are looking around, oftentimes they have a tendency to react to what they perceive to be a judgment error on the part of the coxswain. It is also important for rowers to keep their heads physically in the boat as well. Swinging those 5lbs of weight around can disrupt the set of the shell. Rowers need to trust their coxswain to tell them where the other crews are positioned. On the rare occasion the coxswain finds the boat in a dangerous position, he/she needs to know that the crew trusts them and will respond immediately to his/her calls.

After a race, congratulate the winner, and thank the losers for a good race.

Responsibilities

The coxswain is responsible for the safety of all the rowers in the boat, as well as all of the equipment.

Maintenance:

- Make sure all trash and personal items are removed from the boathouse after each practice.
- Coxswains are responsible for the proper care of the equipment by all rowers.
- All boats must be wiped down after each row, all equipment returned to the boathouse
- The coxswains must immediately report damage to any equipment (boats, oars, parts, etc.) to their Head Coach and write a description of the damage on the sheet posted in the Crew Locker.
- Parts must not be removed from any boat. If a boat is discovered that needs repairs before it can be rowed, it must be placed on slings and repaired or placed back on the racks with a sign describing the damage and stating it must not be rowed.
- The coxswains are responsible for assessing the safety of the equipment (e.g., bow balls, riggers tightened, shoe safety straps, etc.) and reporting any infractions to the head or assistant coaches. Unsafe boats are not to be rowed.

“Pain is good -- extreme pain is extremely good!”

-- A United States Navy SEAL

Practice Checklist:

- Pick up and return assigned cox box for plug in every practice
- Have boat-specific tools and med kit on board
- Have rowers check nuts and bolts *before* every launch
- Complete maintenance log
- Notify Head Coach of repairs needed

Race Checklist

The following checklists covers most of the things that a coxswain and team captains need to remember.

Launch and Warm up:

- Check in with the dock master or control commission; if there is a problem, report it at once and write down the official's name to which you reported the delay.
- Recheck bow number one last time and make sure bow ball is O.K.
- Carefully follow normal warm-up pattern
- Be very conscious of races on the course; stop to let them pass if you are near them to avoid a warning.
- Follow traffic pattern religiously

Start of Race:

- Know the various starting commands.
- Be at the starting area 5-8 minutes before race and if possible get there with time to spare and focus
- If you are late and permission has been given, don't panic your crew on getting to the line
- If possible, listen to the starter's voice and cadence for the previous race to get a sense of how he or she will call your race
- Check in with referee or marshal; identity yourself and race; this is very important in large regattas
- Be locked on to stake boats with three minutes to go, if possible; get sense of wind at start
- On raising hands: vigorously wave bow hands only
- Check position of your rudder especially after you have backed in
- Know exactly how to scull bow around; check on where you want blades depending on current/wind
- Acknowledge any warnings from starter
- **Remember, the movement of the flag starts the race not the voice of the starter**

During the Race:

- Know your own lanes and others on buoyed and non-buoyed courses and when are you out of your “home” water
- Interference and fouls; leaving your lane; others leaving theirs
- Be mindful of the referee's commands and flags: white and red flags
- Be careful with steering and avoid over - steering

The Finish:

- Make sure you have crossed the line; finish buoys or flags are usually beyond the line
- Be aware of the things the referees need to do at the finish: safety, weights, time, look for protests, certify race with white flag.
- Check the rower's well-being and look for trouble signs
- Understand when to leave the finish; filing a protest on the water; withdrawing of a protest.

“Glory is in the team not the individual.”

-Sean Sullivan

Filing a Protest:

- Understand all of the actions necessary to file a protest.
- File a protest, if and only if you have given verbal notification on water to the referee of your race; A signed written form of the protest must follow usually within hour of your reaching land stating the problem and remedy sought
- After the filing of a valid protest, the jury can accept, reject, order a new race, or order a change in the finish order.

COMMANDS

On the water:

<i>"READY TO ROW!"</i>	Command to begin rowing. Cox will generally give specifics of warm-up or drill, otherwise rowers row regularly on hearing the command "row."
<i>"SQUARE ON THE READY"</i>	Used by cox to clarify at what part of the command the rowers are to square their blades.
<i>"HOLD WATER!" or "CHECK IT DOWN!"</i>	Coxswain call that makes the rowers drag their oar blades through the water perpendicularly, effectively stopping the boat.
<i>"HOLD (PORT or STARBOARD)"</i>	Having only one side check their blades results in a turn to that side. Having one side hold while the other rows will turn the boat tightly.
<i>"LET IT RUN!" or "LET IT GLIDE!"</i>	Coxswain call for all rowers to stop rowing and to pause at the finish oars off the water, letting the boat glide through the water and coast to a stop. Used as a drill to build balance.
<i>"POWER 10 (or 20 or 30 etc.)"</i>	Coxswain call to take a certain number of power strokes. A power stroke is a stroke that musters all the strength you can give.
<i>"WEIGHENOUGH!"</i>	Coxswain call to have all rowers stop rowing with blades dragging on water. Call actually sounds like "waynuff".
<i>"SLOW THE SLIDE" or "ADJUST THE RATIO"</i>	Used to correct either a rush or sluggishness on the recovery. The ratio compares the time used by the hands away from the body motion to the slide speed.
<i>"BACK IT DOWN"</i>	Row backwards. The blades do not need to be turned around in the oarlocks although they can be.
<i>"DOWN AND AWAY"</i>	Push the hands down fully at the finish to give the blade more height off the water.
<i>"QUICK HANDS AWAY"</i>	The down and away motion after the finish should be executed quickly to maintain balance.
<i>"EARLY"</i>	A part of a stroke is early. By itself, the word usually refers to the catch timing.
<i>"FINISH TIMING"</i>	A reminder to the crew to align their finish times
<i>"FEATHER"</i>	Roll the blades to the feather position.
<i>"LAYBACK"</i>	Go to the layback position.
<i>"PADDLE THROUGH"</i>	Row at no pressure or to stop the drill/ piece. Instructing one side to paddle through will turn the boat to that side assuming the other side is rowing regularly.
<i>"LATE"</i>	A part of the stroke is late. By itself, the term usually refers to the catch timing. Do not use this over and over without explaining which part of the stroke is late and how to correct it.

<i>"SQUARE"</i>	Make the blade perpendicular to the water.
<i>"TOUCH IT UP"</i>	Someone to row gently to align or position the boat better.

On Land:

<i>"HANDS ON!" or "LAY HOLD"</i>	Grab onto the boat and prepare to move it. Interchangeable with lay hold.
<i>"UP IN TWO, ONE! TWO!"</i>	Used when lifting the boat off the rack or off slings.
<i>"OVER THE HEAD!"</i>	To lift the boat to the over the head position. Should be an even lifting motion with one side or end not beating the other to the top. Arms are straight overhead.
<i>"UP (DOWN) TO SHOULDERS"</i>	To lift/lower the boat so that the gunwales of the boat rest on or near the shoulder. Move to the opposite side of the person in front of you to avoid all ending up on the same side.
<i>"DOWN TO WAIST"</i>	Lower the boat to waist so that the arms are hanging straight down with the gunnels in hand. Rowers should be opposite each other and centered so that one pair is not holding the majority of weight.
<i>"HEADS UP!"</i>	Pay attention, something to watch out for is near you. This should always be used when someone may not see your shell coming at them such as when leaving the boathouse.

ROWING TERMINOLOGY

Equipment:

Blade	The wide flat section of the oar at the head of the shaft. The two types of blades are called hatchet and spoon.
Button	A plastic or metal fitting tightened on the oar from slipping through the oarlock.
Foot Stretcher	Adjustable brackets in a shell to which the rower's feet are secured in attached sneakers or similar footwear.
Gunwale (or Gunnel)	Top section on the slides of a shell, which runs along the sides of the crew section where the rowers are located. The riggers are secured to the gunwale with bolts.
Hatchets	The oar blades have a bigger surface area than the standard or spoon blades and have a hatchet or meat cleaver shape.
Keel	The centerline of the shell. The term refers to the extent to which the boat is balanced from side to side while rowing. A "good keel" is where the shell is rowed with little or no continual dipping to port or starboard.
Oar	The piece of equipment that each rower uses to propel the boat. In sweep rowing, each oar is approximately 12 feet long, lightweight and well designed.
Oarlock	A U-shaped swivel that holds the oar in place. It is mounted at the end of the rigger and rotates.
Rigger	The device that connects the oarlock to the shell and is bolted to the body of the shell.
Rudder	Steering device at the stern. The rudder is connected to cables (tiller ropes) that the coxswain uses to steer the shell.

Scull	A shell configured so that each rower uses two oars. The term is also used interchangeable when referring to the oars in a sculling shell, the shell itself, or to the act of rowing a sculling shell.
Shell	The racing boat. Shells come in configurations and sizes for single rowers, pairs, fours and eights. An eight is approximately 60 feet long, narrow (about two feet wide at it widest point), and weighs about 280 pounds.
Skeg (or Fin)	A small fin located along the stern section of the hull. This helps to stabilize the shell in holding a true course when rowing. All racing shells have a skeg. The skeg should not be confused with the Rudder.
Slings (or Boat Slings)	Collapsible/portable frames with straps upon which a shell can be placed temporarily.
Sweep	A shell configured so that each rower has one oar. Oars on a sweep shell are normally alternated from side to side.

Rowing Cycle Terms:

Catch	The start of the rowing cycle at which the blade enters the water. This is accomplished by an upward motion of the arms only. The blade of the oar must be fully squared at the catch.
Crab	“Catching a Crab” refers to when an oar gets “stuck” in the water, usually right after the Catch or just before the Release and is caused by improper squaring or feathering. In extreme cases, the rower can actually be ejected from the shell.
Drive	That part of the rowing cycle when the rower applies power to the oar. This is more or less blended sequence of applying power primarily with a leg drive, then the back, and finally the arms.
Feathering	The act of turning the oar blade from a position perpendicular to the surfaces of the water to a position parallel to the water. This is done in conjunction with the Release.
Finish	The last part of the Drive before the Release when the power is mainly coming from the back and arms
Rating	The number of strokes per minute. Also known as Stroke Rating
Recovery	Part of the rowing cycle from the release up to and including where the oar blade enters the water.
Release	A sharp downward (and away) motion of the hand, which serves to remove the oar blade from the water and to start the rowing cycle.
Squaring	A gradual rolling of the oar blade from a position parallel to the water to a position (almost) perpendicular to the surface of the water. This is accomplished during the Recovery portion of the rowing cycle and is done in preparation for the Catch.
Stroke	One full motion to move the sell. It is also used as a term referring to the stern-most (eighth seat) rower who sits nearest the coxswain.

“The very problems you must overcome also support you and make you stronger in overcoming them.”

-George Yeoman Pocock

Other Terms of Interest:

Bow	The forward end of the shell.
Check	Any abrupt deceleration of the shell caused by some uncontrolled motion within the shell; an interruption in the forward motion of the shell.
Course	A straight racecourse for rowers that normally has 4-6 lanes. In high school, the course length is 1500 meters.
Cox Box	A small electronic device, which aids the coxswain by amplifying his or her voice, and which gives a read out of important information such as stroke count.
Coxswain	Person at the stern of the shell, steers, gives commands, calls the ratings, and urges the rowers on in a race. Relatively light in weight, a good coxswain will have a competitive spirit and can make a considerable difference in a race.
Ergometer	A rowing machine. An “erg” allows beginning rowers to learn the basics of the stroke before going on the water, and is used by rowers to develop their conditioning.
Port	The left side of the shell when facing the bow. In sweep rowing, the designation of a rower who normally rows with an oar on the port side
Starboard	The right side of the shell when facing the bow. In sweep rowing, the designation of a rower who normally rows with an oar on the starboard side.
Stern	The rear end of the shell
The Stroke	The rower sitting nearest the stern (and the coxswain). The stroke is responsible for setting the stroke length and cadence for the rest of the crew, following the commands and encouragement of the coxswain.
Weight-Enough	Actually sounds like “way-nuff”. This is the coxswain’s call to have all rowers stop rowing.

Robinson Crew Booster Club

Season 20____ – 20____

SCHOLARSHIP APPLICATION

The Robinson Crew Boosters Club (RCBC) is committed to providing educational and character building programs for the benefit of the community through the teaching and promoting of an interest in the sport of Crew, particularly among students of Robinson Secondary School (RSS). RCBC firmly believes that the sport of crew should be made available to every student athlete that wishes to fully commit themselves to the sport. In keeping with that spirit, RCBC is pleased to offer full and partial financial support scholarships to those students that wish to participate in the sport of crew by joining the Robinson Crew Team.

To be eligible for a scholarship you must meet the following requirements:

- You are a student currently enrolled at Robinson Secondary School.
- You are a student in the 9th – 12th grade.
- You currently meet all the Virginia High School League Eligibility Requirements.

Financial Support Scholarships will be awarded by Robinson Crew Boosters Club on an as needed case by case basis and at the sole discretion of the RCBC Board of Directors. All information contained in this application will be kept confidential and shared only with the RCBC Board of Directors.

Instructions

There is no deadline for this application and it may be submitted at any time a team member or potential team member determines that they have a financial need. No athlete will be able to participate with the Robinson Crew Team until all of the FCPS required forms have been submitted and their registration fees have been paid or waived so early submission of this application is strongly recommended. Complete all sections of the application, including all signatures.

Submit to:

RCBC Secretary
Attn: Scholarship Committee
P.O. Box 7086
Fairfax Station, VA 22039

Or

secretary@robinsoncrew.org

- Every effort will be made to notify the applicant within 15 business days.
- RCBC reserves the right to request further information.
- Questions may be submitted to secretary@robinsoncrew.org

Complete All Sections

Athlete Information

Last Name	First Name	Middle Initial	Sex	Date of Birth	Age
Home Address			City	State	Zip Code
Home Phone		Email Address		GPA (most recent quarter)	
Current Grade () 9 th () 10 th () 11 th () 12 th		No. Years on Crew Team (Including this year)		() Coxswain () Rower	

Parent(s)/Guardian(s) Information

1 st Parent/Guardian Last Name		First Name		Home Phone	
Email Address			Work Phone		
Home Address		City	State	Zip Code	
2 nd Parent/Guardian Last Name		First Name		Home Phone	
Email Address			Work Phone		
Home Address		City	State	Zip Code	

Scholarship Request

Reason for Request (*please explain, briefly, why you require assistance; this should be specific and reflect financial need*).

What costs will this scholarship cover (See listing below of approximate annual costs)?

How do you, athlete and/or family, contribute or intend to contribute to Robinson Crew Boosters Club and the team (i.e. fundraising, volunteering)?

Robinson Crew Boosters Club Annual Membership Financials:

- **Annual registration fee:** \$700 - \$200 at registration, \$250 due end of November, \$250 due end of January
- **Uniform Fee:** \$105 (Novice)/\$XX (Experienced) due in January. Novices will need a complete uniform. Experienced team members should contact the Uniform/Spirit Wear Coordinator for the cost of any uniform pieces that need to be replaced.
- **Letter Writing:** \$100 - This fee applies only to Novice team members and is waived if the applicant participates in the Letter Writing Campaign.
- **Spirit Wear:** This is ordered per each family's discretion and is not mandatory.
- **Service Hours:** Each Novice team member is required to earn 25 service hours and each Experienced 75 prior to February 15th. If you are unable to earn the service hours you will be required to purchase the outstanding service hours at \$15 per service hour. Service hours can be readily accrued by volunteering in Robinson Crew activities.
- **Nationals/Canadian Nationals:** \$250/\$350 - Only boats that qualify by placing in the State Championships will travel to the National and / or Canadian National Regatta. These are typically the First 8, Second 8 or Junior 8 and occasionally the Freshmen 8. The National Championship Regatta is always held out of state over Memorial Day weekend and the Canadian National Regatta is typically held the first weekend in June in St. Catharines, Ontario Canada. A US Passport will be needed for this regatta and will present an additional cost.

The following information is not required; however, it does help the RCBC Board of Directors determine the level of financial need.

Household size: ()2 ()3 ()4 ()5 ()6 ()7 ()8 ()9 ()10+	
Household Income	
	Up to \$25,000
	\$25,001 - \$40,000
	\$40,001 - \$55,000
	\$55,001 - \$70,000
	\$70,001 - \$85,000
	\$85,001 - \$100,000
	Over \$100,000

Feel free to attach any further notes, recommendations or information you feel will assist the RCBC Board of Directors in determining your scholarship need.

I certify that the information contained in this application is accurate and true to the best of my knowledge.

Athlete Signature

Date

Parent/Guardian Signature

Date

Robinson Crew Booster Club
Season 20 ____ – 20 ____

SERVICE HOUR REDUCTION OR EXEMPTION REQUEST
APPLICATION

Complete All Sections

Submit to: RCBC Secretary
 Attn: Scholarship Committee
 P.O. Box 7086
 Fairfax Station, VA 22039

Or

secretary@robinsoncrew.org

Athlete Information

Last Name	First Name	Middle Initial	Sex	Date of Birth	Age
Home Address			City	State	Zip Code
Home Phone		Email Address		GPA (most recent quarter)	
Current Grade () 9 th () 10 th () 11 th () 12 th		No. Years on Crew Team (Including this year)		() Coxswain () Rower	

Parent(s)/Guardian(s) Information

1 st Parent/Guardian Last Name	First Name	Home Phone	
Email Address		Work Phone	
Home Address		City	State Zip Code
2 nd Parent/Guardian Last Name	First Name	Home Phone	
Email Address		Work Phone	
Home Address		City	State Zip Code

All functions necessary to maintain the operations of the crew team are performed by volunteers. Hundreds of hours of volunteer work are needed during a single crew season for the team to be successful and many more out of the spring season. To ensure the burden is never too great for any single person or group of people, a service hour requirement is part of being a member of the Robinson crew team. Since no family dynamic is the same and it is recognized that some families may not be able to meet their service hour requirements entirely by

physically being present, service hours may also be earned through the donation of various goods that are required throughout the season. It is generally recognized that the donation of necessary goods carries with it a service component. While the donation of goods is welcomed and offered as a way to assist our team member's families that for whatever reason has a difficult time physically donating their time, what the Robinson Crew Boosters Club wants and what the team really needs is your time.

Each novice or new to Robinson Crew team member is required to earn 25 service hours and each experienced or returning team member is required to earn 75.

<input type="checkbox"/> Reduction from _____ to _____ Service Hours	<input type="checkbox"/> Waiver of all Service Hours
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Reason for Service Hour Reduction or Exemption Request *(please explain, briefly, why you require assistance; this should be specific).*

I certify that the information contained in this application is accurate and true to the best of my knowledge.

Athlete Signature

Date

Parent/Guardian Signature

Date