

INSTRUCTOR COURSES & REVALIDATION FOR 2014

Information in this leaflet includes:

Terms & Booking Conditions

Sail & Power Cruising Schemes

Shorebased Schemes

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BOOKING CONDITIONS

By booking on any of our Instructor courses you are confirming that you have read and accept the following booking conditions.

1. Before booking, please satisfy yourself as to your suitability to the course you are attending. Please refer to the G27 Instructor Handbook for details or information within this booklet. If in any doubt please contact us.
2. The minimum age for all of the courses is 18.
3. A non-returnable deposit of £100.00 must be paid at the time of booking for YMI qualifying courses. **We do not accept provisional bookings.** A space on a course will only be confirmed once we have received your application form and deposit.
4. Balance of fees is due 5 weeks before the start date of the course. If the balance of payment is not received at this time we reserve the right to re-sell the course. Bookings made within 5 weeks of the course start date must be paid in full.
5. The fee for revalidation and reassessment must be paid in full at the time of booking.
6. **Cancellation by the Applicant.** If more than 5 weeks notice is given, 25% of the full course fee will be retained by the RYA as a cancellation fee. If notice is given less than 5 weeks before the start of the course, we will make every effort to fill your place. In the event the space remains unsold you remain liable for the full amount. The course fee cannot be refunded for any reason once the course has been started.
7. **Cancellation by the RYA.** The full course fee, including deposit will be returned. The RYA will not be liable under any circumstances for any cost or loss incurred as a result of its failure to conduct a particular instructor course. The RYA reserves the right to cancel any course in the event of bad weather, equipment failure or otherwise.
8. By booking on a course run by the RYA, you are accepting these booking conditions.
9. **The RYA reserves the right to refuse to grant an instructor qualification to a candidate should that candidate have a restriction imposed on their commercial endorsement by the MCA. It is strongly recommended that instructor candidates obtain an up to date ML5 or ENG1 medical certificate prior to booking onto an instructor course. If your commercial endorsement has a restriction imposed on it by the MCA, you are advised to contact the RYA before booking onto an instructor course.**
10. Membership of the RYA (or the national governing body for your boating activity in your country of residence) is required in order to qualify as an RYA instructor, or for existing instructors to update.
11. You understand that the course trainer can exclude a candidate from a session or from the course if they refuse to follow the reasonable directions of the course trainer, misconduct themselves or cause damage or annoyance to other persons.
- 12 **Risk Statement.** *Boating is by its nature an unpredictable activity and therefore inherently involves an element of risk. By participating in RYA Instructor training courses you agree and acknowledge that:*
 - a. *You are aware of the inherent element of risk involved in the activity and you accept responsibility for exposing yourself to such inherent risks whilst participating in the instructor course*
 - b. *You will comply at all times with the instructions of the RYA appointed trainers*
 - c. *You accept responsibility for any injury, damage or loss to the extent cause by your own negligence*
 - d. *You will not participate in a course whilst your ability to skipper or crew is impaired by alcohol, drugs or whilst otherwise unfit to participate*

QUALIFICATION OF PRACTICAL INSTRUCTORS

Principals of training centres

The Principal or Chief Instructor of a sailing centre shall hold a current Yachtmaster™ Instructor qualification for sail and/or power as appropriate.

Instructors

All Instructors teaching RYA practical courses must hold a Yachtmaster™ Offshore Certificate of Competence and either a Cruising Instructor or Yachtmaster™ Instructor qualification for the discipline they intend to teach. The Instructor Endorsement is valid for 5 years, after which time they must attend an RYA Instructor update in order to retain their instructor qualification.

What courses can I teach?

When teaching at an RYA Recognised Teaching Centre, instructors may teach up to the following levels of course;

RYA Cruising Instructors teach up to Day Skipper Practical.

RYA Yachtmaster™ Instructors teach up to Coastal Skipper Practical.

RYA Yachtmaster™ Instructors teach preparation courses for RYA/MCA Yachtmaster™ Coastal and Yachtmaster™ Offshore examinations.

Yachtmaster Instructor Qualifying Courses

Sail

Qualifying courses are of five days duration and are run by the RYA and the National Centres at Plas Menai, Cumbrae or on an RTC's vessel, given sufficient numbers.

Power

Qualifying courses are normally of three days duration and are organised by the RYA or on an RTC's vessel, given sufficient numbers.

Note: Cruising Instructor Courses can be run by RYA Training Centres or the RYA, but must be run by RYA appointed Cruising Instructor Trainers.

Course eligibility and Renewal

All RYA Sail and Motor Cruising Scheme Instructors must hold a valid Commercial Endorsement and current Medical (ML5, ENG1, or a foreign issued equivalent accepted by the MCA) in order for their instructor endorsement to remain valid. Details on Commercial Endorsement are available on the RYA website.

Due to the arduous nature of practical training afloat, an Instructor Endorsement obtained or Revalidated after the instructor's 67th birthday will require revalidation with effect from the Instructor's 72nd birthday. An Instructor Endorsement obtained or revalidated after the instructor's 70th birthday will be valid for a period of two years.

Instructor course retakes

Following a practical course, if a partial retake is required, candidates will be able to have two opportunities to pass before having to retake the whole course. There will of course be those candidates who will be required to retake the whole course again after the initial course, if necessary. Retakes are at the candidate's expense and will be offered at the discretion of the course trainers.

YACHTMASTER™ INSTRUCTOR QUALIFYING COURSES

Eligibility:

Current Commercial Endorsement (see RYA website)	Medical Fitness Examination
RYA YM Offshore Certificate of Competence	accepted by the MCA typically
SRC Operators Certificate	ML5 or ENG1
First Aid Certificate (see RYA website)	More than 7000 miles
Cruising Instructor Qualification	Fee

During the course each candidate's skippering ability is tested, particularly the skills of pilotage, boat handling and navigation. The candidate should be able to demonstrate any part of the Coastal Skipper syllabus in G15 or G18 and to explain any part of the Coastal Skipper/Yachtmaster™ Offshore Shorebased course.

The candidates will be taught how to conduct RYA courses and be shown some of the recommended techniques and some of the pitfalls to be avoided. The course will be similar in many ways to a normal training course with skippered passages, sessions on boat handling and navigation followed by debriefings. The emphasis is on how to instruct rather than how to skipper or crew a yacht.

Teaching potential is also assessed. Essentially this means being able to generate interest, communicate clearly on deck and around the chart. The best instructors are first class skippers who can run cheerful, well organised and instructional courses.

Many of the problems and complaints we receive from students on courses arise from inconsiderate and unsympathetic behaviour by the instructor. Living with different groups of candidates in close quarters calls for considerable reserves of fortitude and sociability. Instructor candidates who are unable to exhibit appropriate interpersonal skills are unlikely to have a successful outcome.

During and at the end of the course, each candidate is fully debriefed, given the reasons for pass or failure and an appraisal of strengths and weaknesses. This is intended to be a positive and constructive method of helping instructors develop further.

INSTRUCTOR REVALIDATION

Although the primary purpose of the revalidation is to ensure that all instructors are current and are aware of developments in the RYA Training schemes, there is an element of assessment. Candidates should come prepared to deliver any section of the syllabi that they are qualified to teach. This will include both practical and theoretical instruction. The normal revalidation period for instructors is 5 years.

Any areas that require improvement will be highlighted to the Instructor. In some cases where a revalidating instructor is not at the required standard a reduced revalidation period may be offered. In the extreme cases the matter will be referred to the RYA Training Department.

Due to the arduous nature of practical training afloat, an instructor Endorsement obtained or revalidated after the Instructors 67th birthday will require revalidation with effect from the instructors 72nd birthday. An Instructor Endorsement obtained or revalidated after the Instructors 70th birthday will be valid for a period of two years, before a further update is required.

INSTRUCTOR COURSES 2014

For RYA course details please contact Helen Byrne on 023 8060 4184 or
Email helen.byrne@rya.org.uk

(Please note – We cannot accept provisional bookings on any of the courses).

YACHTMASTER™ INSTRUCTOR QUALIFYING COURSES SAIL RYA Courses

See note 10 in the booking conditions.

£737.00 (RYA members)

£785.00 (members of other Governing Bodies)

YMI 0	28 th January – 2 nd February	Solent
YMI 1	16 th – 21 st February	Solent
YMI 2	2 nd – 7 th March	Solent
YMI 3	16 th – 21 st March	South West
YMI 4	6 th – 11 th April	Solent
YMI 5	27 th April – 2 nd May	Solent
YMI 6	11 th – 16 th May	Solent
YMI 7	18 th – 23 rd May	Solent
YMI 8	7 th – 12 th September	Solent
YMI 9	21 st – 26 th September	South West
YMI 10	5 th – 10 th October	Solent
YMI 11	12 th – 17 th October	East Coast
YMI 12	2 nd – 7 th November	Solent
YMI 13	16 th – 21 st November	Solent

All courses start at 2000hrs Sunday and finish approximately 1600hrs Friday

RYA Scotland Sail Courses

16th – 21st March

28th Sep – 3rd October

RYA Scotland
Caledonia House
South Gyle
Edinburgh EH12 1UE
0131 317 7388 or
admin@ryascotland.org.uk

YACHTMASTER™ INSTRUCTOR SAIL REVALIDATION

RYA Courses

£220.00 (RYA members)

£267.00 (members of other Governing Bodies).

UD 0	26 th – 28 th January	Solent
UD 1	16 th – 18 th February	Solent
UD 2	18 th – 20 th February	Solent
UD 3	2 nd – 4 th March	Solent
UD 4	4 th – 6 th March	Solent
UD 5	21 st – 23 rd March	South West
UD 6	6 th – 8 th April	Solent
UD 7	8 th – 10 th April	Solent
UD 8	25 th – 27 th April	Solent
UD 9	11 th – 13 th May	Solent
UD 10	13 th – 15 th May	Solent
UD R1	16 th – 18 th May	Solent
UD 11	5 th – 7 th September	Solent
UD 12	26 th – 28 th September	South West
UD 13	5 th – 7 th October	Solent
UD 14	7 th – 9 th October	Solent
UD 15	17 th – 19 th October	East Coast
UD 16	2 nd – 4 th November	Solent
UD 17	4 th – 6 th November	Solent
UD R2	14 th – 16 th November	Solent
UD 18	16 th – 18 th November	Solent
UD 19	18 th – 20 th November	Solent

Sail Revalidation - 2000hrs first day to approximately 1300hrs last day

RYA Scotland Sail REVALIDATION

21st – 23rd March
3rd – 5th October

RYA Scotland
Caledonia House
South Gyle
Edinburgh EH12 1UE
0131 317 7388 or
admin@ryascotland.org.uk

YACHTMASTER™ INSTRUCTOR QUALIFYING COURSES POWER

See note 10 in the booking conditions.

RYA Courses

Non Residential

£698.00 (RYA members)

£748.00 (members of other Governing Bodies).

YMI (P) 0	28 th – 30 th January	Solent
YMI (P) 1	3 rd – 5 th March	Solent
YMI (P) 2	7 th – 9 th April	Solent
YMI (P) SC	10 th – 12 th April	Scotland
YMI (P) 3	8 th – 10 th September	Solent
YMI (P) 4	6 th – 8 th October	Solent
YMI (P) 5	3 rd – 5 th November	Solent

All courses start 0900hrs Monday and finish approx. 1600hrs Wednesday.
For Scotland please contact RYA Scotland 0131 317 7388 or admin@ryascotland.org.uk

YACHTMASTER™ INSTRUCTOR POWER REVALIDATION

£173.00 (RYA members)

£216.00 (members of other Governing Bodies).

UD (P) 0	27 th January	Solent
UD (P) 1	6 th March	Solent
UD (P) 2	10 th April	Solent
UD (P) 3	11 th April	Solent
UD (P) 4	11 th September	Solent
UD (P) 5	12 th September	Solent
UD (P) 6	9 th October	Solent
UD (P) 7	6 th November	Solent

Power Revalidation – 0900hrs - 1800 hrs.

OWN BOAT/SHOREBASED COURSE FEES

Schools can hire a trainer from the RYA at the following rates plus expenses (travel door to door expenses, flights, parking, down days and all running costs for the course eg mooring fees). The trainer will not normally conduct a course for fewer than 3 candidates, except for reassessments.

Qualifying course - sail	5 days	£1442.00
Qualifying course - power	3 days	£1104.00
Sail Update/Reassessment	2 days	£613.00
Sail/Power Revalidation/Reassessment	1 day	£305.00
Shorebased Instructor course	2 days	£613.00
		+£36.00 per pack per person
Diesel/Radar Instructor course	1 day	£305.00
		+£10.00 per pack per person

Shorebased/Diesel/Radar courses are conducted for up to 6 candidates

YACHTMASTER INSTRUCTOR SAIL COURSES AND REVALIDATION – AUSTRALIA

See note 10 in the booking conditions

YMI (S)	31 st March – 4 th April	Sydney
YMI (S)	20 th – 24 th October	Brisbane
YMI (U)	1 st – 2 nd February	Sydney
YMI (U)	27 th – 28 th June	Sydney
CIT	29 th – 30 th March	TBC
Diesel	23 rd June	Sydney
Radar	24 th June	Sydney
Sea Survival	29 th May – 1 st June	Sydney

Please contact Sonia Robinson – sonia.robinson@yachting.org.au for booking information

SEA SURVIVAL INSTRUCTOR COURSE

£684.00 (RYA members)

£730.00 (members of other Governing Bodies).

This course is non residential.

6th – 9th October

Portland

Pre-entry Requirements

Candidates should hold:

- RYA or Merchant Navy Basic Sea Survival course or equivalent.
- RYA Yachtmaster™ Instructor or Advanced Powerboat Instructor qualification.

Candidates who do not hold either of these qualifications may be accepted on their individual merits/experience. See note 10 in the booking conditions.

If you are interested in attending this course please e-mail bethan.jenkins@rya.org.uk with your CV/résumé for more information.

RADAR INSTRUCTOR COURSES

This one day course is for all those wishing to instruct the RYA Radar Course.

Before undertaking this instructor course you must be experienced in the use of small marine radar and be sure that your knowledge is well in excess of the RYA Radar course.

See note 10 in the booking conditions.

£140.00 (RYA members)

£189.00 (members of other Governing Bodies).

RI 1	Friday 14 th February	North West
RI 2	Friday 7 th March	Southern Area
RI 3	Friday 4 th April	Southern Area
RI SC	Wednesday 9 th April	Scotland
RI 4	Friday 10 th October	Southern Area
RI 5	Monday 24 th November	North West
RI 6	Friday 28 th November	Southern Area

Course runs from 0915hrs to 1830hrs approx.

For Scotland please contact RYA Scotland 0131 317 7388 or admin@ryascotland.org.uk

DIESEL INSTRUCTOR COURSES

All instructors (including those who are qualified marine diesel engineers) must attend a one-day training course/assessment by the RYA. Potential instructors should have a good knowledge of the operation and maintenance of marine diesel engines. Candidates who come from an automotive background should be familiar with both direct and indirect marine cooling systems and salt water filtration.

See note 10 in the booking conditions.

£140.00 (RYA members)

£189.00 (members of other Governing Bodies).

D 1	Saturday 8 th March	Southern Area
D 2	Saturday 5 th April	Southern Area
D SC	Tuesday 8 th April	Scotland
D 3	Saturday 11 th October	Southern Area
D 4	Saturday 29 th November	Southern Area

Course runs from 0930hrs to 1600hrs approximately.

For Scotland please contact RYA Scotland 0131 317 7388 or admin@ryascotland.org.uk

SHOREBASED INSTRUCTOR COURSES

This two-day course is primarily for those who are new to teaching the RYA Shorebased courses, although experienced instructors are also welcome to attend.

Successful completion allows the candidate to teach Shorebased Navigation up to and including Coastal Skipper/Yachtmaster™ Offshore Theory.

Candidates should hold the RYA/MCA Yachtmaster™ Offshore Certificate of Competence or be an Advanced Powerboat Instructor, and have successfully completed the Yachtmaster™ Shorebased Certificate in the last five years. Candidates knowledge should be well in excess of the Yachtmaster™ Shorebased certificate and are advised to work through the Shorebased papers that are sent out prior to the course. See note 10 in the booking conditions.

Please note that courses are offered on the basis of previous demand. If your area is not covered then we can come to you to run a course if you have six or more people who wish to become qualified and suitable premises.

£244.00 (RYA members)

£292.00 (members of other Governing Bodies).

SBI 1	15 th – 16 th February	North West
SB SC*	1 st – 2 nd March	Scotland
SBI 2	18 th – 19 th March	Southern Area
SBI 3	14 th – 15 th April	Southern Area
SBI 4	24 th – 25 th May	Southern Area
SBI 5	16 th – 17 th August	East Coast
SB SC*	16 th – 17 th August	Scotland
SBI 6	13 th – 14 th September	Southern Area
SB SC*	11 th – 12 th October	Scotland
SBI 7	22 nd – 23 rd November	North West

*For the Scottish courses please phone Brian Murdoch – 07917 356263 or e-mail brian.murdoch1@homecall.co.uk for further details.

Courses run from 0930hrs – 1730hrs on the first day and from 0900hrs – 1730hrs on the second day.

SRC ASSESSOR COURSES

Before applying for this course you should have a VHF Short Range Certificate and already be an RYA Instructor in another discipline; i.e. Shorebased, Cruising, Powerboat, Dinghy, Inland Waterways or Yachtmaster™ Instructor. Some other specialist groups may also be considered.

See note 10 in the booking conditions.

SRC Assessor courses are organised on a regional basis. A list of regional organisers and dates of courses currently available is set out below. Please contact the regional organiser to book places on courses and to discuss suitable dates for future courses in their regions. The course fee is currently

£248.00 (RYA members)

£299.00 (members of other Governing Bodies).

Brian Murdoch
07917 356263 or
brian.murdoch1@homecall.co.uk

28th – 29th January
8th – 9th March
28th – 29th June
11th – 12th October

Scotland
Scotland
Scotland
Scotland

Christian Mach
01407 861237 or
07977 141302 or
c.mach@btinternet.com

22nd – 23rd February
8th – 9th November

North West
North West

Sara Hopkinson
01473 780510 or
sara@pinmillcruising.co.uk

27th – 28th March
23rd – 24th October

East Anglia
East Anglia

Alison Noice
07968 713003 or
alison@noice.info

24th – 25th February
4th – 5th June
10th – 11th September
26th – 27th November

Southern Area
Southern Area
Southern Area
Southern Area

Margaret Hart
01446 734836 or
07775 727614
magshart16@gmail.com

25th – 26th March
22nd – 23rd October

Bristol Area
Bristol Area

FIRST AID INSTRUCTOR COURSES

Applicants for the one-day RYA FA Instructor course **must** hold the full 3 day First Aid at Work certificate, or an equivalent, as a minimum first aid qualification. Once qualified the FAW or another advanced first aid certificate must be kept in-date to continue instructing. **An RYA, or any other one day first aid course, will not be accepted.**

Doctors and nurses with recent appropriate acute experience, and paramedics are exempt from the need for a first aid qualification, but attending an RYA First Aid Course before coming on the Instructor's course is highly recommended. Once retired and no longer practising a first aid certificate will be required after 3 years. All candidates must be aware of current first aid practices shown in the revised edition 9 of the St Johns/St Andrews/Red Cross First Aid Manual (published 2011).

In addition instructors need to appreciate the restrictions of first aid in the marine environment and recent, relevant boating experience is essential, and all applicants:

- **must** hold an SRC certificate
- **must** be an **RYA instructor** in another field, preferably practical.

The RYA Sea Survival course is also highly recommended.

In special cases applications from candidates who are not RYA instructors may be considered, but do not apply until this has been agreed. See note 10 in the booking conditions.

£141.00 (RYA members)

£189.00 (members of other Governing Bodies).

West Country: (Near Exeter)	Thursday February 27 th Thursday November 20 th
South: (RYA House)	Friday January 24 th Friday December 12 th
East Anglia: (Near Ipswich)	Wednesday March 26 th Friday May 30 th Wednesday October 22 nd
North West: (Near Liverpool)	Saturday March 22 nd Saturday October 4 th
North East: (Middlesbrough)	Saturday February 8 th Friday August 15 th
Scotland: (Troon)	Saturday April 5 th Saturday September 27 th

For further details or an application form contact Sara Hopkinson, the RYA National First Aid Advisor, on 01473 780510 or sara@pinmillcruising.co.uk