

HOLY NAMES ACADEMY

CREW PARENT HANDBOOK 2017-2018



CREW COORDINATOR
Caitlin McClain

ATHLETIC DIRECTOR
Lacey London

**HEAD OF SCHOOL
AND PRINCIPAL**
Liz Swift

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GENERAL INFORMATION

Boathouse Info

Lake Union Crew
2520 Westlake Avenue North
Seattle, WA 98109
www.lakeunioncrew.com

HNA Crew Website

<https://www.holynames-sea.org/Athletics/>

HNA Coaching Staff:

Caitlin McClain '01	Head Coach	cmclain@holynames-sea.org
Aidan O'Sullivan	Asst. Coach	aidanosullivan@holynames-sea.org
Chris Marr	Novice Coach	cmarr@holynames-sea.org
Erin Carter	Asst. Coach	

INTRODUCTION

Welcome to HNA Crew and the rowing community! We are excited that your daughter has decided to participate in this challenging and rewarding sport with us. This handbook is intended to provide you with an initial resource to help answer your questions and concerns as well as to prepare you for the upcoming rowing season. In the following pages, you will find information regarding practices, races, transportation and nutrition among other things. As your child begins this exhilarating journey, your involvement and support is essential!

HNA CREW: A BRIEF HISTORY

Holy Names Academy's crew team was officially founded in 1993 with the help of Holy Names alumna Rome Ventura '72. Ventura was inspired to start the team after discovering rowing for herself; believing that the underlying themes of the sport were relevant to the Holy Names philosophy. HNA Crew's success began during its first year of existence when the team won Novice Crew of the Year after winning the novice-eight race at Districts with only seven rowers! Since then, HNA Crew has been represented at the USRowing Youth National Championship nearly every year. HNA Crew has also made itself known at other nationally-attended regattas, including the Head of the Charles in Boston, Massachusetts, and the San Diego Crew Classic in San Diego, California, where it has consistently placed in the top half of the competition. Most recently, HNA Crew had two rowers make the Junior National Team and race in the Junior World Championships in 2014, 2015, and 2017, helping Team USA win a silver (2014) and gold medal (2015). Such success is noteworthy given the size and scope of HNA Crew in comparison to other Northwest junior programs that draw from many high schools and maintain rosters of 100 or more athletes. These elements combine to make HNA Crew a unique and rewarding experience.

PROGRAM DESCRIPTION

The HNA Crew program fulfills the mission and philosophy of Holy Names Academy by providing opportunities for personal growth within the context of competitive athletics. As both a team and an individual sport, crew challenges participants physically, mentally, and emotionally to push themselves to their furthest limits while simultaneously working as part of a unit to achieve a goal. In so doing, HNA rowers build character and understand the importance of hard work, integrity, and respect. HNA Crew prepares its members for a lifetime of rowing at whatever level(s) they desire: collegiate, elite, masters, or recreational. The HNA Crew program is committed to the following concepts as a means of fulfilling its stated purpose and goals:

- Have Fun
- Strive for Success
- Foster Respect, Sportswomanship, and Stewardship
- Encourage a Safe, Healthy Competitive Environment

SEASON OBJECTIVES: While each season is slightly different, the end goal every year is to be well prepared for the Northwest Youth Championships in May. HNA Crew will accomplish this through the following macro-process goals:

- Improve team fitness and technique
- Build confidence and proficiency in small boats, including sculling
- Increase adaptability through exposure to different coaching and rowing styles
- Strengthen mental capacity in stressful situations
- Gain basic understanding of the physics of rowing and common training principles
- Teach goal setting

REQUIRED MATERIALS:

- Layers for all weather
- Water bottle (soft-sided)
- Pre & post practice snacks
- Running shoes
- Heavy socks
- Good attitude

EXPECTATIONS: Participation in the crew program is a privilege. All rowing related events and activities as well as the locations at which they take place are extensions of HNA. As such, it is expected that rowers uphold the following standards and expectations during practices and at regattas and other school/team sponsored events:

- **School Policies:** Be aware of and abide by the policies outlined in both the HNA *Parent/Student Handbook* and the *Athletic Department Handbook*.
- **Respect:** Show respect for rowing community members (i.e., teammates, coaches, staff, LUC masters, parents, etc.) by monitoring noise level, language, and behavior to ensure a comfortable and enjoyable environment for all
- **Sportswomanship:** Demonstrate good sporting behavior in practices and competition; regarding both wins/successes and losses, as a team and/or individually
- **Stewardship:** Take care and precaution with rowing equipment, resources, and supplies; be respectful of Lake Union Crew property
- **Communication:** Initiate direct communication when conflicts or concerns arise
- **Attendance & Timeliness:** Attend and actively participate in all scheduled practices, regattas, and activities; understand that absence and tardiness affects team and individual improvement. Absences should be communicated in writing (via e-mail or attendance calendar) at least 24 hours in advance. Excessive absences, informed or not, may affect eligibility to participate in practices or regattas. Depending on the nature of the absences, they could also result in removal from the team.
- **Effort:** Give 100% to every drill, workout, and race
- **Academics:** Prioritize academics during free time at practices and regattas
- **Travel:** Uphold all aforementioned expectations as well as abide by travel-related rules such as curfews, study halls, buddy system requirements, and pool, room, and location restrictions

CONSEQUENCES: Failure to uphold the expectations and standards expressly written here, or given verbally by the HNA Coaches and/or LUC Staff, may result in the following consequences: warnings in the form of verbal notice/correction, physical exercise, and homework and/or boathouse service assignment; being sent home immediately at parents/guardians expense; or suspension of team privileges including removal from immediate and future competitions. In responding to a behavioral concern or issue, HNA Coaching Staff may take the following course(s) of action and/or refer to HNA Disciplinary Procedures:

1. Warning – for minor issues. Coach will give warning to rower and/or require rower to perform a set of exercises (i.e. push-ups, jumpies, wind sprints, etc.), homework assignment, and/or complete boathouse service. If repeated warnings are necessary, parents may receive phone call from coach to discuss concerns and possible solutions.
2. Removal from line-up and/or referral to Vice Principal for Student Life – for more serious issues or repeated warnings.
3. Immediate suspension from events – for very serious issues.
4. Dismissal from team – for most serious issues or repeated violations after attempting to resolve concerns with steps 1-3.

TRAINING PLAN & SCHEDULES: The training plan includes macro and micro cycles, but it is ultimately deigned to prepare the team to peak at the Northwest District Championships in late May. In order to meet this goal, it is important that every athlete trusts in the training plan and gives every workout their best.

Fall Season

Sunday, September 17 – Row for the Cure
Sunday, October 1 – Tail of the Lake
Sunday, October 8 – Head of the Snohomish
Thurs. - Sun. October 19-22 – Head of the Charles
Sunday, October 29 – Portland Fall Classic
Sunday, November 5 – Head of the Lake

Winter Season

Monday, November 20 – First day of Winter Crew
Late January (exact date TBD) – NW Ergomania (indoor rowing race)
Early February (exact date TBD) – U-19 National Team Identification Camp

Spring Season (dates subject to change)

Monday, February 5 – First day of Spring Crew
Sat.-Sun. March 17-18 – Shamrock (may conflict with Spring Search Retreat)
Saturday, March 17 – Green Lake Spring Regatta
April 2nd-6th – Spring Break Practices for Varsity (optional for those in town)
Fri. - Sun. April 27-29 – Brentwood Regatta
Saturday, May 5 – Windermere Cup/Opening Day Regatta (must qualify)
Fri. - Sun. May 18-20 – Northwest District Championships
Tues - Sun. June 5-10 – Youth National Championship (must qualify)

The Parent's Role: Supporting Your Rower

As with any sport, there are expectations for timeliness, attendance, and preparedness. Below are some of the areas where you can help your rower.

Transportation: Experienced-team athletes will carpool. Novice athletes will travel on HNA mini buses or a Shuttle Express bus.

Parking: There is ample free parking in front of the boathouse as well as to the north and south. It is strongly recommended that vehicles back into parking stalls, where possible, to increase visibility when pulling out; the area is highly utilized by bikers, runners, and pedestrians.

Absences and Tardiness: Coaches expect all participants to attend scheduled practices and races. If an absence is unavoidable, it must be communicated to the Coach with as much prior notice as possible. E-mail is the best way to reach the Coaches. Please try to arrange any appointments or engagements for non-rowing days. With the exception of bus riders, tardiness must also be avoided as it affects the entire team's practice time. Multiple absences or late arrivals, regardless of the reason, may affect your daughter's improvement and participation. Coaches ask that athletes arrive 5-10 minutes prior to the beginning of practice in order to change clothes and stretch.

Bad-Water Days: In rowing, weather conditions greatly affect the safety of the sport. There are three conditions in which we do not put any boats on the water: thunder and lightning, fog, and high winds. On such days, practice will be land only and will end at 5:15 p.m. On questionable days, the coaches will announce at the beginning of practice if it will be an early release and your daughter will be given a chance to notify you. Unless an announcement is made at school, rowers are expected to come to practice regardless of the weather.

Clothing: The best attire for rowing is bright (hi-viz) clothing that fits close to the body, yet is still flexible and able to be layered for warmth. Look for Polypro, CoolMax, and Drywick fabrics as they keep the rower relatively warm when wet, and dry quickly. Oversized, baggy clothing can get caught in the wheels of the seat, so avoid basketball style shorts or warm-ups. Shoes are not needed in the boat; however, sturdy running shoes are preferable for land workouts. Lastly, it is wise to bring a change of warm, dry clothes to put on after practice in case it rains or the boat is waked.

Uniforms: All competing rowers will receive the standard uniform tank that should be paired with black spandex for regattas. Rowers on the travel team compete in HNA unisuits and must purchase these individually.

Nutrition: Rowing is a total body exercise that works all the major muscle groups. Therefore, proper fueling and adequate nutritional recovery are essential to the rower's performance and overall health. As a parent, you can help your daughter by providing approximately 200-300 calories of balanced macronutrient (carb, protein, and fat) food within a half hour of the end of practice. This will help speed the body's recovery cycle. Below are some good options to bring in the car and keep in the house for your rower.

- Fruit with nut butter and/or cheese
- Half a PBJ sandwich
- Sports bar
- Trail mix

Good hydration is also a necessity. Encourage your daughter to carry a bottle of water to school and to have it in the boat during practices (soft-sided bottles only in boats).

Pain and Injuries: As rowing is a full body sport that utilizes the largest muscle groups, your child may comment on feelings of pain, particularly in the lower back. It is important for your rower and you to monitor these instances with a balanced perspective. Pay attention to the acuteness, location, and duration of the pain. Most rowers experience muscle soreness and stiffness that lasts a couple of days after an especially hard workout. It is a discomfort that is tolerable, even when subjected to more physical stress. If, however, the pain is sharp, centralized, and does not improve after a few days, then it may be necessary to visit a doctor. Doctor's notes and follow-up visits are appreciated by coaches in these circumstances. See Additional Resources section for recommendations on medical professionals with rowing knowledge.

Land Training: Land-based training is part of our holistic approach to rowing conditioning. As a member of the HNA Crew team your daughter will be expected to participate in a variety of land workouts including, but not limited to: erging, running, stair-climbing, weight-lifting, circuits, stretching, and core exercises. Alternate workouts can be arranged in the case of injury. Please communicate any issues with the Coach. However, it is important to understand that full participation in workouts is the best way to progress throughout the season.

Regattas: Generally speaking, regattas are all-day events, and rowers are expected to arrive to unload the trailer in the morning and stay to reload it once the team's last event has finished. Parents often help make these long days more pleasant by providing food and shelter from the elements. If you are a new parent, you can inquire with the current Parent Captain about how you can volunteer during regattas!

Some things to pack to make your regatta viewing more comfortable:

- Portable chair
- Binoculars
- Warm clothes (including gloves/caps)
- Rain gear
- Light-weight clothing
- Sunglasses
- Sunscreen
- Blankets or sleeping bag for you or your rower to stretch out on
- Water and healthy snacks (food tent provided by parent group for rowers at most races)
- A schedule of the day's races is usually posted at a central tent or site at each regatta

Dealing with Disappointment: The nature of competition necessitates disappointment. It is inevitable that your daughter will experience this during her participation in rowing. She may not make a certain boat, she may not achieve her desired erg score, and she may lose a race. It is important to be empathetic with your rower and allow her to come to you and please follow the avenues of communication below and published in the *HNA Athletic Department Handbook*.

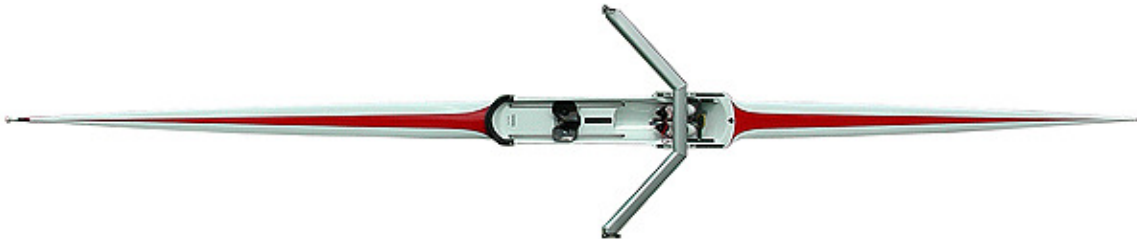
Avenues of Communication: Holy Names Academy supports the open and honest communication between the Athletic Director and all athletes, coaches, and parents. If a problem should arise in an interscholastic program, the following procedure is to be followed in this order:

1. The athlete approaches the coach and discusses the problem. If this does not remedy the situation, then:
2. The athlete, coach, and Athletic Director will discuss the issue. If the matter is still unresolved, then:
3. The athlete, coach, Athletic Director, and parent will meet. As a final step:
4. The Athletic Director will contact the Principal.

The Language of Rowing

The sport of rowing has been around for a long time and has developed its own, sometimes peculiar terminology. Here is a glossary to help you understand what your rower is saying.

1x Symbol for a “single” (1 rower, sculling)



2- Symbol for a “pair” (2 rowers, sweep, no cox).

2+ Symbol for a “coxed pair” (2 rowers, sweep, cox).



2x Symbol for a “double” (2 rowers, sculling).



4x Symbol for a “quad” (4 rowers, sculling, no cox).

4x+ Symbol for a “coxed quad” (4 rowers, sculling, cox).



8+ Symbol for an “eight” (8 rowers, sweep, cox).



Body angle The forward lean of the body from the hips that is achieved during the first part of the recovery. Also called “body prep.”

Bow The front of the boat. Also the term used for the person rowing in “1 seat.”

Bow ball A rubber ball used to protect the boat during a collision.

Bow coxed boat A shell in which the cox lays feet first in the bow of the boat. This position helps to reduce wind resistance.

Button/Collar A wide ring on the oar that keeps it from slipping through the oarlock.

Catch The entry of the blade into the water at the beginning of the stroke; the point at which the oar is placed in the water.

Cox box Amplification system with a headset, microphone, and speakers that allows the coxswain to convey instructions to the entire crew.

Coxswain/Cox'n/Cox [kok-suh n] The coxswain commands the crew, steers the boat, and is responsible for the safety of the crew and the boat. During a regatta, the coxswain is responsible for implementing the race plan established by the Coach. Experienced coxswains are valued as Assistant Coaches, and the coxswain is the only one other than the Coach to tell the oarsmen what to do.

Crab Being unable to take your blade out of the water at the release. This action destroys the rhythm, set, run, and momentum of the boat and is often referred to as “catching a crab.”

Drive Power portion of the stroke. When the blades are in the water, the boat is in the ‘drive’ phase of the stroke cycle.

Ergometer/Erg The Concept II rowing ergometer. This machine is used to build and measure the endurance and level of fitness of the athlete. Erg scores may also be used to determine placement in a particular boat line-up. Ergs use wind resistance to replicate the sensation of water resistance felt while rowing.

Feather The action of rotating the blade so that it parallels the water on the recovery. This minimizes resistance to air and water.

Finish/Release End of the drive during which the blade comes out of the water in preparation for the recovery.

Gunwale [guh-n-l] The sides of the boat, the edge of the shell's cockpit. When rowers carry a shell to the dock, the gunwales rest on the rower's shoulders.

Hold Down/Hold Water/Hold The action of square the blade in the water to stop the forward motion of the shell.

Inside Hand The hand that is closest to the oarlock (right for ports, left for starboards).

Lightweight A term referring to the rowers, not the boats. There is a maximum weight for each rower in a lightweight event as well as a boat average.

Masters Rowers over the age of 27 (21 at some regattas)

Novices/Novies First year rowers. Novice designation lasts for the academic year, but does not carry over the summer.

Oar (sweep) Used in pairs, fours, and eights. Each rower uses one oar. Just over 12 feet in length, oars may be made of wood or carbon fiber. They are generally painted with the team's colors.

Oarlock Device that holds the oar and is the fulcrum for the oar. The lock consists of the pin and the gate. The gate is held closed by a threaded nut that is loosened to allow the rower to open the gate and insert an oar into the oarlock. The gate is then closed, and the nut is hand tightened.

Port Left side of the boat, facing the direction of travel (the bow). Red is the color that corresponds with port side.

Power 10 (20) A call for rowers to do 10 (or 20) of their best, most powerful strokes. A strategy used to pull ahead of a competitor or to focus the rowers' attention.

Puddle The disturbance left in the water by the blade as it is removed from the water. Puddles are visible during the recovery and help to gauge the 'run' of a boat.

Recovery This is the time from the release of one stroke to the catch of the next stroke; the time the blade is out of the water. During the recovery, the rower moves his or her body and seat into position to prepare for the next catch.

Rigger The triangular shaped metal device that is bolted onto the side of the boat and holds the oars.

Rudder About the size of a credit card, the rudder is part of the skeg that swivels to steer the boat. Sometimes, the rudder is separate from the skeg.

Run The glide that occurs during the recovery, or the distance the shell moves during one stroke. You can figure it by looking for the distance between the puddles made by the same oar.

Scull Oar used in singles, doubles, and quads. Sculls are 9½ feet long and may be made of wood or carbon fiber. Sculls have a smaller handle than a sweep oar, but the parts are the same as a sweep oar.

Sculling One of the two disciplines of rowing. Each person has two oars.

Set Set is the stability of the boat side to side, and its ability to ride level without leaning to the starboard or port. A boat is "set" by the rowers.

Shell Term used interchangeably with 'boat'

Single A shell with one rower (a sculler) who uses 2 oars to propel the boat.

Skeg A fin attached to the bottom of the boat near the stern that helps keep the boat on course and balanced.

Slide Ratio The ratio of time spent during the drive versus the recovery. The goal is to spend longer on the recovery than the drive. This maximizes the run of the boat as well as the amount of rest the oarsperson gets during the recovery phase of the stroke.

Starboard The right side of the boat when facing the direction of travel (the bow). Green is the color associated with Starboard.

Stern The rear of the boat; the direction the rowers are facing.

Stretcher/Foot Stretcher Where the rowers' feet go. Shoes may be permanently attached to the boat or adjustable straps hold rowers' own shoes to the footboard. Footstretchers adjust to accommodate rowers' height/leg length.

Stroke The cycle of the oar during rowing. One stroke consists of the catch, drive, finish, and recovery.

Stroke Seat/Stroke The rower who sits closest to the stern. The stroke sets the stroke rate and rhythm for the boat.

Stroke Rate The cadence of strokes per minute.

Sweep Rowing/Sweep One of the two disciplines of rowing where rowers use only one oar.

Swing The elusive feeling when near-perfect synchronization of motion occurs in the shell, enhancing the performance and speed.

USRA United States Rowing Association, governing body for rowing in the United States.
<http://www.usrowing.org>

Weigh Enough A command given by Coaches and coxswains to stop an action.

10 Facts Every Rowing Parent Should Know

- 1) Rowing is usually mistaken as an upper body sport. While rowing does use all major muscle groups, the main thrust of power comes from the legs and hips. It is a great aerobic workout and is a low-impact sport on the joints.
- 2) Rowers haven't been called the world's most physically fit athletes for nothing. Though a well practiced crew looks smooth and graceful as they glide across the water, rowing demands endurance, strength, balance, mental discipline, and an ability to continue on when your body is demanding that you stop.
- 3) There are two types of rowing: "sweep" and "sculling." In sweep rowing, athletes hold one oar with both hands. In sculling, the athletes have two oars.
- 4) There are many different ways that the rowers can be combined in boats. Sculling can be done solo in a "single" (1x), a "double" (2x), or a "quad" (4x). Only a quad may sometimes have a coxswain. In sweep rowing, the "eight" (8+) is the biggest boat, eight rowers plus a coxswain. Then there is a "four" (4+), which usually has a coxswain, but without one is called a "straight four" (4-). Finally, there is a "pair" (2-), which is usually coxless, but sometimes there are "coxed pairs" (2+). Sweep rowing cannot be done solo.
- 5) For racing, rowers are classified by gender, age, and weight. Events are offered for men and women, as well as for mixed crews containing an equal number of men and women. There are junior events for rowers 18 or under or who spent the previous year in high school, and there are master's events for rowers 21 and older. There are two weight categories: lightweight and open weight.
- 6) Rowing boats are called shells and they're made of lightweight carbon fiber. The smallest boat on the water is the single scull, which is only 27-30 feet long, a foot wide, and approximately 30 pounds. Eights are the largest boats at just over 60 feet and a little over 200 pounds. From a monetary perspective, a new eight costs \$35,000, a four \$25,000, a pair \$15,000, and a single \$10,000. Rowers use oars to propel their shells (not paddles). Sweep oars can be made with carbon fiber shafts and rubber or wooden handles. Sculling oars are nearly identical to sweep oars, but are smaller and lighter. Both sweep and sculling blades can have either 'spoon' or 'hatchet' blade design. All crews have a unique design painted on their blades using team colors. A single sweep oar costs \$330 and a set of sculling oars costs \$490.
- 7) Athletes are identified by their position in the boat. In an 8+, starting from the bow of the boat, the seats are numbered 1-8. "1 seat" is also referred to as "bow" and "8 seat" is called "stroke." It is the stroke seat along with the coxswain who determines the cadence or "stroke rate" of the boat. Seven and eight seats make up stern pair and set the rhythm that the other rowers must follow. Seats 3-6 are know as the "engine room" and are typically the stronger, heavier athletes in the boat. Finally, 1 and 2 seats are known as "bow pair" and are usually the most technically sound rowers.

8) Rowers speak in terms of strokes per minute (SPM), literally the number of strokes the boat completes in a minutes time. The stroke rate can vary drastically during a race. At the start, when crews are pulling away from the line, rates can top 50 SPM. The “body” of the race is when the crew settles to a more manageable rate, usually in the mid-30s. The goal is to let the boat “run” between the strokes. Near the end of a race, crews will sprint, taking the rate up once again. Coxswains may call for a “Power 10” (or 20) during the race – a demand for the crew’s most intense 10 strokes.

9) The crew that looks most relaxed is likely the one doing the best job. While watching a race, look for a continuous, fluid motion from the rowers, synchronization in the boat, and clean entry into the water of the blades.

10) Rowing has been called the “Ultimate Team Sport.” In contrast to sports like basketball, rowers don’t pass a ball to one another to set up their star player to make a winning shot. The object is for each rower in his/her own seat to perform at their maximum capacity for the duration of a race, doing exactly the same thing as everyone else in the boat. There is no physical contact between rowers, but each person in the boat must be mentally connected to each other and the feel of the boat. This sense of unity is challenging, but ultimately rewarding when it felt by the entire crew.

Additional Resources

2017 Captains

Grace Beery '18 – gbeery18@holynames-sea.org

Elizabeth Gossman '18 – egossman18@holynames-sea.org

Academic Mentors

Ms. Hawes – jhawes@holynames-sea.org

Ms. McKenzie – emckenzie@holynames-sea.org

Medical Resources with Rowing Knowledge

Element Sports Performance – Dr. Chris Young
2520 Westlake Ave N. (next door to Lake Union Crew)
info@elementsportsperformance.com
(206) 399-2708

The Next Step Physical Therapy – Karen Calara
1116 West Ewing Street
info@thenextsteppt.com
(206) 283-1030

Cummins Chiropractic – Bob & Anna Cummins (National and Olympic Team Rowers)
4122 Factoria Blvd SE Ste 202; Bellevue WA 98006
Phone: 425-590-9158

Olympic Chiro & Spine Fitness – Dan Nelson (former rowing coach)
2817 NE 55th Street, 206-524-5444
<http://www.olympic-chiropractic.com/>
Info@Washington-Chiropractic-Center.com

Queen Anne Physical Therapy – Jennifer Lesko
100 W. Harrison St. N. Tower Ste 160
<http://www.therapeuticassociates.com/locations/washington/seattle/queen-anne/>
(206) 352-0105
queenannept@taiweb.com

Rehabilitation Options of Issaquah – Dr. Erik Brand (former collegiate rower)
Highmark Medical Bld
1740 NW Maple Street, Suite 111; Issaquah, WA. 98027
Phone: 425 394-1200

Emergency Protocols

In case of a MEDICAL EMERGENCY:

On Water: **CALL 911**, if life threatening or Harbor Patrol (206-684-4071)

- Get to an appropriately safe place where you can:
 - Use Medical First Aid Kit located in the black box and/or
 - Administer CPR if appropriate and trained (all coaches are trained)
- If necessary, dock at local boathouse or other water access point:
 - Seattle Rowing Center, Seattle Pacific University, Lake Washington Rowing Club, College Club, Pocock Rowing Center, University of Washington
- Communicate with any nearby coaches/coxswains/athletes of needs or directions (i.e. sending a non-impacted boat to the dock or asking for assistance from another team's coaches).
- Notify Caitlin as soon as the situation is under control and safe.

On Land: **CALL 911**, if life threatening

- Use appropriate Medical First Aid Kit located in the Coaches Office or Cougar Den
- Administer CPR if appropriate and trained (all coaches are trained)
- Notify Caitlin as soon as the situation is under control and safe

****In both scenarios, if an athlete is taken to the hospital, her Parent/Guardian or a Coach should accompany her***

In case of an EARTHQUAKE:

On Water:

- You may not be aware of an earthquake if you are on the water, but the boathouse may be inaccessible or unsafe to return.
- If necessary, dock at local boathouse or other water access point and call Caitlin as soon as the situation is under control and safe.
 - Seattle Rowing Center, Seattle Pacific University, Lake Washington Rowing Club, College Club, Pocock Rowing Center, University of Washington
- If possible, meet at the ASSEMBLY AREA (see below) on the sidewalk southeast of the boathouse or the safest possible area. Regardless of location, do not release any rowers without clearance from Caitlin.

On Land:

- **INSIDE:** Get away from windows and hanging objects
OUTSIDE: Get into the open; stay clear of buildings, power lines or anything else that could fall on you
- Duck and cover until shaking subsides; stay in a safe place until instructed otherwise
- Coaches to assess building for damage
- Exit the building as safely as possible and meet at the ASSEMBLY AREA
- Following the earthquake, turn off all utilities
- The Gas Shut-off is a valve under the fire place. The main one is under the planks outside the front door. To access it, either go out the back door by the laundry machines and crawl under it or go down the stairs for the marina next door
- The Water Main Shut-off is located on the ceiling just toward the water from the washing machine
- The Main Electrical Box is located by the mail boxes in the shared alley/driveway with Discount Divers. There are many other sub panels: PT next door's office closet, boat bay between Sita and Morning Glory on piling, in the erg room in the huge cabinet in the middle, one in the closet under the stairs, and one in the Cougar Den closet.

In case of FIRE:

On Water:

- You may not be aware of a fire if you are on the water, but the boathouse may be inaccessible or unsafe to return.
- If necessary, dock at local boathouse or other water access point:
 - Seattle Rowing Center, Seattle Pacific University, Lake Washington Rowing Club, College Club, Pocock Rowing Center, University of Washington
- If possible, meet at the ASSEMBLY AREA (see below) on the sidewalk southeast of the boathouse; do not release any rowers without clearance from Caitlin.

On Land:

- EVACUATE the building
- CALL 911 (depending on the severity)
- Meet at ASSEMBLY AREA sidewalk southeast of the boathouse; do not release any rowers without clearance from Caitlin
- IF FIRE IS SMALL AND CONTAINED, use fire extinguishers located throughout the building:
 - Outside Coaches Office
 - Near Lost and Found; entrance to Erg Room
 - Erg Room near street exit
 - Cougar Den near cox boxes
 - Boat Bays near slings
 - Multiple in Regatta Gear

