

# How To Join Shearwater Sailing Club

All forms can be downloaded from our website <http://www.shearwatersailingclub.co.uk>

## NEW MEMBERS

Welcome! Our club is a friendly self-help club run by members for members. Sailing is allowed at nearly all times in the season, which runs from the beginning of March to the end of November. Club members organise Sunday sailing, from March to the end of November, and Tuesday evening sailing in the summer months. During these times safety boat cover is provided. You can sail on other days during the season but for your safety we advise that you sail with another boat. When you join you will have access to our sailing calendar so that you can see if there are events you wish to join in with. Membership runs from 1st January through to 31st of December. but membership fees may be reduced for new members joining late in the season. Junior members must be accompanied by an adult when using the Club. Only sailing dinghies of 16 foot or less are allowed to use the lake and they may be kept at the Club during the sailing season (1<sup>st</sup> March to 31<sup>st</sup> December). The Club owns a few dinghies that may be hired by members. All members who use their own boats are required to pay a licence fee that the club sends to Longleat Estate who own the lake. It is a condition of membership that you undertake duties on at least two Sundays per year so that we can fulfil our sailing programme for the benefit of all.

### There are three forms to fill out:

**1. NEW MEMBERSHIP FORM** Fill in this form to apply for membership and send it with your cheque to the name and address at the bottom of the form. You need to indicate the type of membership you require; any dinghy berths required; and licences required for any boats you are registering and wish to sail at Shearwater. Once your application has been received you will receive an e-mail letting you know that your membership is being processed. Once processed you will receive a log-in for the members' area of the web site where you will find details of the sailing calendar for the year. You will also receive a car sticker and a boat sticker for your boat.

**2. PRIVACY NOTICE AND DATA CONSENT FORM.** This explains how Shearwater Sailing Club will use your personal data and asks for consent for additional uses of your personal data. Please sign at the bottom to allow or refuse your consent.

**3. DINGHY REGISTRATION AND LICENCE FOR SAILING FORM.** If you wish to sail your own boat you must complete this form. Give details here of the boats you wish to register and to be licenced for sailing at Shearwater, as well as whether you require berths in the dinghy park. Please read the Longleat Estate Terms & Conditions on the club website. Your signature acknowledges that your boats are insured and you agree to observe terms & conditions for sailing. You will be given a sticker which must be fixed to the outside of the transom of your boat. All boats sailing at Shearwater must have a current transom sticker and must be removed from the Dinghy Park by December 31st each year.

# Shearwater Sailing Club – New Members Application Form

[www.shearwatersailingclub.co.uk](http://www.shearwatersailingclub.co.uk)

Name/names: .....

Address: .....

Post Code:.....

Mobile phone(s): ...../.....

e-mail address/addresses (please print **clearly**):  
...../.....

**Junior Members:** I confirm that I have given my above son/daughter permission to make this application for membership and I/we accept full responsibility for his/her welfare and conduct whilst at the club.

Parent's signature:..... Date: .....

As members of the club, all persons named or included on this form shall be subject to the rules of the club, a copy of which is available on the web site or upon request to the committee. In accordance with Club Rule 81(b) as a self-help club, run by members for members, all members are required to be available to undertake duties on Sundays. Please see the fixtures booklet for more details. For the club to be viable a minimum of 2 duties is required with 3 duties preferable. Please contact the Duties secretary to arrange your duties.

**Do you hold any Power Boat qualifications? Yes/No**  
if yes please state which and date of qualification.

Membership	This includes your first year £20 joining fee	requirements
For Family	£100	
Couple/partner	£95	
Individual	£85	
Junior	£35	
Social	£25	
Key required (for clubhouse access)	£20 (£10 deposit refundable on key return)	
Dinghy berth	£35 first berth / £20 subsequent berths	
Longleat sailing licence	£60 first boat, £30 subsequent boats	
<b>Total</b>		£

### METHODS OF PAYMENT – please circle chosen option

1. Cheque made out to: **Shearwater Sailing Club**
2. By bank transfer (BACs) **Please reference BACs payments with your surname and initial**

**Bank: Nat West Bank**

**Account name: Shearwater Sailing Club**

**Sort code: 55-70-31**

**Account number: 79503888**

On completion please return forms and any cheques to the membership secretary:

Alex Garrett-Peel, King's Court, Dry Hill, Crockerton, Wilts. BA12 8AT

## General Data Protection Regulation Privacy Notice and Data Consent Form

In order to properly administer the club the membership application / renewal & dinghy registration / dinghy park forms request information that is personal data for the purposes of the General Data Protection Regulation. This is contractual information, without which we may not be able to operate your membership of the club. We are legally obliged to provide you with the following:

**Contact details:** On behalf of Shearwater Sailing Club (SSC), Membership Secretary: Alex Garrett-Peel, King's Court, Dry Hill, Crockerton, Wilts. BA12 8AT. The club Data Protection Officer is Mike Dickins [dataprotection@shearwatersailingclub.co.uk](mailto:dataprotection@shearwatersailingclub.co.uk)

**How we intend to use your data:** Managing your membership of the club and that of any dependants including age related categories. Managing the duty roster including safety boat provision, contacting next of kin in an emergency, provision of facilities, managing race entries, sharing of race results with other clubs, class associations and the RYA and display on the club web site, to other club members and the media. Names, gender and email addresses only may be passed to the RYA to conduct surveys / record diversity. Ensuring boat insurance is held and managing access to and security of clubhouse and boathouse. Members contact and boat details will be passed to Longleat Estate in compliance with the club's lease requirements (note you will also have to provide details directly when purchasing a boat licence). Management and allocation of dinghy park spaces. The circulation of club related emails, newsletters and similar including committee matters if a member of same.

**The lawful basis for processing this data:** That this data is necessary for the performance of the contract with the member(s) (data subject) and for the purposes of our legitimate interests in operating the club. This will include holding races and promoting the club.

**People who may receive the data:** SSC is a small club managed by an elected committee on behalf of the members. Committee members who may hold or view all or some of the data are a) Membership Secretary b) Treasurer c) Dinghy berthing officer. d) Sailing Secretary. E) Secretary. f) Commodore g) Vice Commodore h) Duties Officer i) Appointed Webmaster J) Data Protection Officer.

**Data retention policy:** We will hold your personal data on our systems for as long as you are a member of the Club and for as long afterwards as is necessary to comply with our legal obligations. We will review your personal data every year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with any future legal obligations.

**Right to complain to the ICO:** If you believe there is a problem with the handling of your data you have a right to complain to the Information Commissioner's Office 0303 123 1113 or <https://ico.org.uk/concerns/> although we would of course do our very best to resolve any issues first. You have continuing rights to be informed, of access, to rectification, to erase, to restrict processing, to data portability, to object and in relation to automated decision making and profiling (which we do not use)

**Additional data use that will require your active consent.** Please note that you have the right to withdraw your consent at any time by contacting the club by email or letter.

**Member's contact directory:** This is a list of member's names, telephone numbers and email addresses only that is made available to all members including by posting on the club web site in an area only accessible to members having a current login and password.

Do you consent to the inclusion of your details in the member's contact directory?

Please answer YES or NO \_\_\_\_\_

### Photos and / or videos of members and their boats:

Do you consent to us putting photos or videos of you or other people included on your membership and your boats on the club web site, social media pages or for use in press releases?

Please answer YES or NO \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_

**Shearwater Sailing Club**  
[www.shearwatersailingclub.co.uk](http://www.shearwatersailingclub.co.uk)

**Dinghy Registration and Licence for Sailing**

This Dinghy Registration needs to be completed annually and returned to the membership secretary with your membership renewal. You will be given a sticker to attach to the transom of your dinghy as proof of registration.

*Please fill in the following details for your dinghy/dinghies*

**Boat 1** - Class: ..... Sail Number:.....

Sail colour:..... Hull colour:.....

Insurance company: .....

Policy Number:..... Limit of cover: £.....

Expiry Date:.....

**Boat 2** - Class: ..... Sail Number:.....

Sail colour:..... Hull colour:.....

Insurance company: .....

Policy Number:..... Limit of cover: £.....

Expiry Date:.....

I do / do not require a berth/berths in the dinghy park. Current berth number(s): .....

**Declaration to be signed in all instances:**

I/we understand that all craft which sail on Shearwater Lake must be insured against 3<sup>rd</sup> party claims (min £1,000,000) and I/we will continue to insure any craft whilst sailing and/or within the club dinghy park/slip area as a member of Shearwater Sailing Club.

I/we have read and agree to observe Longleat Estate's terms and conditions for sailing on Shearwater Lake (available on club website) and acknowledge that if I/we are in breach of these conditions, permission to sail may be suspended or withdrawn.

**Member's signature:**..... **dated:** .....

**Name:** *printed clearly please* .....

On completion please return all forms and any cheques to the membership secretary:

Alex Garrett-Peel, King's Court, Dry Hill, Crockerton, Wilts. BA12 8AT