

**Sea-Change Sailing Trust**  
**Information Pack for Adult Groups**  
**Short Programmes**



## **Contents**

### **Section 1**

Company, Staff, Contact and Emergency Information

### **Section 2**

The Vessel and Programme Contents

### **Section 3**

The Accreditation Process

### **Section 4**

What We Provide and the Kit List.

### **Section 5**

Safety and Other Policies.

### **Section 6**

Applicant Details.

## **1. Company, Staff and Emergency Information.**

Sea-Change was formed in March 2007 to provide residential opportunities in order to embed personal development and offer accreditation of learning. This is done by working together on a large traditional sailing vessel. People participate in the whole range of domestic and sailing activities and are encouraged to take increasing responsibility for their contribution and group decisions.

All staff are selected for their experience and attributes when working with young people and have enhanced disclosure from the Criminal Records Bureau.

Steve Williams, as shore-based coordinator, acts as emergency contact and is regularly informed of the vessel location and progress. He is also the Designated Person for Child Protection matters. Steve has the Certificate of Qualification in Social Work and a Masters Degree in Social Work. He currently works housing vulnerable young people, was previously Child Protection Manager for Suffolk and spent many years working with young offenders.

After a career in Personnel Management, Richard Titchener has spent 15 years taking groups of young people sailing on a Thames Barge and is a qualified Barge Master and Yacht Master Instructor with a Commercial Endorsement and First Aider.

Hilary Halajko has worked extensively with young people in a variety of age groups and settings. She has sailed with groups of young people as mate for 8 years. Currently she is Officer in Charge of a 24-place day nursery linked to an educational establishment.

### Staff Telephone Numbers

Steve Williams	07786254229
Richard Titchener	07895063838
Hilary Halajko	07923411623

In the event of an emergency, Steve Williams will be the coordinator to whom all questions should be addressed in the first instance. Similarly, if it is necessary to contact a member of the voyage crew please contact him in the first instance.

The office is at 11 Butt Lane, Maldon, Essex CM9 5HD, telephone 01621 857840, E-mail: [Richard@seachangesailingtrust.org.uk](mailto:Richard@seachangesailingtrust.org.uk) the programme please contact Steve Williams if you are unable to contact the vessel.

## **2. Programme Contents.**

In 2012 we shall be using the *Reminder* for our work. Built at Mistley in 1929 and one of the last barges built, she is now based at Maldon.

Retaining her original appearance on deck, the ex-cargo areas have been converted into communal and personal accommodation. The permanent crew have their own cabins separate from the voyage crew. Cooking and eating is done communally and everyone will take turns in preparation, cooking and cleaning.

The whole crew are fully involved in the sailing of the ship so that after the first few days they will play active and responsible roles. Usually there will be a debrief and reinforcement of learning after the evening meal.

The nature of working on the water is one of variety, whether it be the result of the changing tidal pattern each day, the weather or destination. Therefore, the ship has a routine which runs throughout each day and onto this is superimposed the daily objective. Breakfast is 0830, lunch 1230 and evening meal mid-evening. The crew will work a watch system whilst on passage. The watch system ensures that each person gets a chance to cover every job and nobody ends up doing either only popular or unpopular work. It also ensures there are enough people available for the safe sailing of the ship at all times.

On arrival, the first session will be touring the vessel and doing an initial safety brief for the vessel while alongside. The group will work together to agree a menu for the first week and victual the ship, if this has not been completed. There will be an extensive safety brief for sailing and familiarisation with work on deck and facilities below. If possible on your voyage, there will be at least one shore visit with the emphasis on experiencing the estuarine environment, e.g. a beach.

This sailing area is ideal for exploration, gaining an understanding of the environment and the historical context of the barge.

### **3. The Accreditation Process**

If you have opted for an accreditation programme evidence of learning will be collected each day, by as many media as possible. This will not be a question purely of paperwork although each person will be helped to keep a portfolio up to date. There will be extensive use of cameras, both by the staff and by the group, and sound recording may be used.

The evidence will be processed for verification and award of accreditation of life skills.

We also offer Royal Yachting Association Start Yachting, Competent Crew and Watchleader qualifications, the first taking two days and the others at least five days each.

All accreditation programmes require commitment to the outcomes and some hard work from participants.

### **4. What we supply and what you should bring.**

The project will supply the vessel, qualified staff and safety equipment including lifejackets, waterproofs and harnesses. On short programmes the group is asked to provide food and cleaning materials for the whole crew. Please note Reminder provides bedding.

You will need to ensure that the student brings

#### **Essential**

Warm sleeping gear  
A change of clothes  
Warm clothes  
Suntan lotion  
Old trainers  
Wash kit  
Towel  
Sun hat  
Warm hat and gloves

#### **Desirable**

Musical instruments  
Tapes/CDs  
A little pocket money  
Wellington boots  
Shorts/swimming gear  
Personal reading matter

Mobile phones tend to be a normal personal item and may be brought, but may not be used when people are engaged in an activity. They can be

used during free time. Phones and personal stereos must not be used on deck when the vessel is moving for safety reasons.

Groups may bring a sensible amount of alcohol by arrangement but under no circumstances is this to be consumed when under way. Recreational drugs or any form of weapon are not allowed. Jewellery must not be worn when working the ship.

## **5. Safety and other policies.**

Safety is of paramount importance. The vessel is operated according to, and exceeds the requirements of the Maritime and Coastguard Agency. Every possible attempt is made through explanation and example to instil a safe working attitude and thereby to mitigate risk. Where risk exists reasonable steps are taken to guard against accident by using safe working methods, for example, no person is allowed on deck alone after dark and anyone under eighteen years is required to wear a lifejackets on deck at all times. It may be appropriate for everyone to wear a lifejacket on deck at the discretion of staff.

Smoking is not allowed below decks for safety reasons, but is permitted on deck when not engaged in activity, and if pursued with consideration for non-smokers present.

There are comprehensive Child Protection and Vulnerable Adults Policies.

## **6. Applicant Details**

Except with charters of individuals, we expect the group leader to provide a list of people attending with an emergency contact. Swimming will only take place when a safety boat is present and at the discretion of the skipper. Finally, we would like permission to use photographs for publicity and fundraising purposes.

Please inform the skipper of any physical or other limitations that may affect the full participation of students.

