

INTERNATIONAL CREW

COURSE SYLLABUS, FRAMEWORK AND DEPTH OF KNOWLEDGE

This is a certificate of competency for those candidates who wish to train to become an active crew member on a power or sailing yacht.

1.1 Certificate Limitations

- Crew on a vessel up to a maximum length of 78 ft /24 metres
- in coastal waters up to 20 miles offshore
- in daylight hours and in fair conditions with moderate wind and sea conditions

It is the level of competence required when acting as an active crewmember or watch keeper on a vessel in protected waters, daylight hours and in moderate weather.

1.2 Scope

The scope of this 5 to 6 day course is for the student to obtain the knowledge and skill sets required of theory and practical knowledge to safely and competently operate as a member of a crew, and to understand the basic theory and practical application of nautical terminology, safety, vessel checkout, basic rope work, refueling, man-overboard procedures, capsizing, swamping, sinking, anchors & anchoring, running aground and the responsibilities of the crew.

1.3 Objective

The objective of the course is for the student to develop the knowledge and skill sets to competently operate as a member of a crew and to understand the basic theory and practical application of nautical terminology, safety, vessel checkout, basic rope work, refueling, man-overboard procedures, capsizing, swamping, sinking, anchors, anchoring and running aground and responsibilities of the crew.

1.4 Entry Standard

The Candidate should be 14 years of age or over.
There are no other prerequisites for attending this course

1.5 Certificate and/or Documentation

To be issued after successful completion of all the modules of “International Crew Certificate” have been completed.

1.6 Maximum Class Size

Candidate/Instructor Ratio: 5 to 1 for the on board practical.
16:1 when teaching shore based theory modules.

1.7 Specific Staff Requirements

Instructors must be appropriately qualified to IYT standards and requirements.

1.8 Teaching Facilities and Equipment

Facility:

- Approved by IYT
- IYT Partner School’s classrooms
- IYT Partner School’s vessels

Course Equipment:

- As needed and if part of the course is covered ashore:
- PowerPoint projector and computer
- Television and VCR
- Whiteboard or blackboard
- Nautical publications
- Ropes/lines, cleats

1.9 Teaching Aids:

Visual Aids:

- IYT PowerPoint presentation
- Local Slides and videos if available

Textbook(s):

- IYT Textbook

Reference Books:

- None

Teaching Timetable

The modules for the International Crew course should be taught using the “International Boating & Sailing Passport” as the teaching plan. The school can be flexible in the order the material is delivered, however, the entire syllabus MUST be covered and the candidates assessed to the Depth of Knowledge outlined below.

1.10 Examination /Assessment Policy

A written examination will be given on the last day of the course. There are several exams available to use at your discretion. We recommend any failing candidates retake the exam using one different from the initial exam.

A grade of 75% or higher is required for a pass.

Regarding time allowed for examinations, generally, the expectation would be no more than one half hour, however, we allow schools to determine reasonable time and good judgement.

There is no formal practical assessment for the International Crew Course, however, a practical assessment checklist is provided by IYT and should be completed throughout the course by the instructor/assessor. Candidates should meet the minimum competencies defined in the Depth of Knowledge section below.

1.11 Syllabus

Introduction

Objectives of the module

Module 1 - Nautical Terminology

Types of vessels, sailing vessels, hull types, power vessel hull types, parts of a vessel and nautical terminology, deck equipment and fittings, accommodation, engine and drive trains, inflatables and RIB's, instruments & electronics, windward and leeward.

Module 2 - Personal Safety Equipment

Lif jackets, personal flotation devices, buoyancy aids, children's lif jackets, maintenance of lif jackets, safety harnesses, horseshoe and ring buoys, lifebuoys, life slings and heaving lines,

man-overboard pole, EPIRBs, SART, immersion suit, buoyant heaving line, safety briefing/suitable clothing.

Module 3 – Boat Safety Equipment

Life rafts, pyrotechnic distress signals (flares), fire extinguishers, fighting a fire, basic first aid kit, watertight flashlight, sound signalling devices, radar reflector, axe, VHF marine radio, bailer or bucket, oars, swim ladder/re-boarding device, binoculars & night vision binoculars, bilge pumps, wooden plugs, battery selector switch, sea anchors and drogues, ditch bag/contents, anchors and anchoring.

Module 4 – Vessel Checkout – Documentation, Charts, Nautical Publications and Flags

Registration/ships papers, passports/visas, insurance papers, nautical qualifications, VHF Radio Operators License, VHF Radio equipment, crew list/logbook, equipment manuals, nautical charts, nautical publications.

Module 5 – Vessel Checkout – Equipment & General

Hull and rig checks, navigation lights and electronic equipment, safety equipment, housekeeping items, dinghy, float plan, departing marina or dock.

Module 6 –Basic Rope work

Types of ropes, care and maintenance of ropes, how to tie knots, coiling line.

Module 7 - Refueling

Refueling procedures, refuelling a personal watercraft (PWC), fuel planning

Module 8 – Man-Overboard Procedures

Man-overboard emergency, rescuing a person overboard sailboats and powerboats, cold water/weather survival gear

Module 9 – Capsizing, Swamping & Sinking

Definitions

Module 10 – Anchors, Anchoring and Running Aground

Anchors and your boat, laying a second anchor, kedging, fouled anchor, running aground (groundings)

Module 11 – Responsibilities of the Crew, Care of the Environment, Provisioning & Housekeeping

Rested and alert crew, navigational duties, responsibilities of watch keeper, when to call the skipper, protecting the marine environment, provisioning and housekeeping considerations, cooking while underway, a balanced diet.

International Crew Final Assessment

1.12 Depth of Knowledge

One of 4 levels of Depth of Knowledge will be required for every subject within each training level, these levels are Introductory, Outline, Working and Complete, and the level for each is defined below:

Introductory

The material is introduced to the candidate without the knowledge having to be retained. The candidate is shown how to carry out certain tasks or exercises, and is made aware of the correct and safe way of carrying these out.

Outline

The candidate will need to demonstrate an outline knowledge of the syllabus and should be able to carry out basic tasks in a correct and safe manner with some supervision.

Working

The candidate will need to demonstrate a working knowledge of the syllabus and be able to carry out tasks without prompting, in a correct and safe manner.

Complete

The candidate will need to demonstrate a thorough and complete knowledge of the syllabus and be able to carry out all the tasks without prompting or hesitation in a safe and correct manner.

Competency Requirements

The material is introduced to the candidate from the syllabus outlined above,
and;

The candidate is shown how to carry out the tasks and exercises covered in the Module and is made aware of the correct and safe way of carrying these out. The candidates should be aware of their limitations.

Module 1- Nautical Terminology

Theory components

The candidate is required (where applicable) to demonstrate under supervision:

A thorough knowledge of nautical terminology and the ability to identify the various types of vessels, hull types, power vessel hull shapes, sailing vessels, parts of a vessel, deck equipment and fittings, accommodations, engines and drivetrains, inflatables and RIB's, instruments and electronics, the magnetic compass, depth sounder, barometer, log, GPS, radar, with an understanding of relative direction, windward and leeward.

Module 2- Boat Safety Equipment

Theory and Practical components

The candidate is (where applicable) required to demonstrate under supervision:

The correct location, storage, maintenance, cleaning and donning of lifejackets and personal flotation devices, children's lifejackets, safety harnesses. The location and use of horseshoe buoys, and ring buoys, life-slings and heaving lines, man overboard poles, EPIRBs, Sarts, immersion suits, suitable clothing for cold and warm climates and suitable footwear.

Module 3- Personal Safety Equipment

Theory and Practical components

The candidate (where applicable) is required to demonstrate under supervision:

The correct location, storage, use and maintenance of life rafts, flares, fire extinguishers, first aid kits, flashlights, air horns and whistles, radar reflectors, axe, VHF marine radio, bailers or buckets, oars and manual propelling devices, swim ladders and re-boarding devices, bilge pumps- electrical and manual, thru hull fittings and wooden bung plugs, battery selector switch, sea anchors and drogue, ditch bag- location and contents, types of anchors and their locations.

Module 4- Vessel Checkout- Documentation, Charts, Nautical Publications and Flags

Theory and Practical components

The candidate (where applicable) is required to demonstrate under supervision:
The requirements for, and location of, ships papers and registration documents, passports and visas, insurance papers, nautical qualifications VHF radio operators license and radio equipment license, crew list and logbook, equipment manuals, nautical charts and nautical publications, flags to be carried and their applications.

Module 5-Vessel Checkout- Equipment and General

Theory and Practical components

The candidate (where applicable) is required to demonstrate under supervision:
Hull and rig checks, tools kits, hull checks, engine checks engine spares, rigging checks, navigation and electronic equipment, safety equipment, housekeeping items, dinghy, a float plan, departing a marina or dock.

Module 6 -Basic Rope work

Theory and Practical components

The candidate (where applicable) is required to demonstrate theoretical knowledge and practical ability under supervision:

The types of ropes their care and maintenance and to be able to tie the following knots:
Round turn and two half hitches, bowline, figure of 8, rolling hitch, sheet bend, double sheet bend, reef knot, clove hitch and to have a working knowledge of whipping and splicing and securing to a cleat.

Module 7 - Refueling

Theory and Practical components

The candidate (where applicable) is required to demonstrate under supervision:
Refuelling procedures, refueling a personal watercraft and the importance of fuel planning

Module 8 –Man Overboard Procedures

Theory and Practical components

The candidate (where applicable) is required to demonstrate theoretical knowledge and practical ability under supervision:

Man overboard emergencies, rescuing a person overboard, man overboard sailboats, man overboard powerboats, cold weather survival gear.

Module 9 – Capsizing, swamping and sinking

Theory components

The candidate is required to demonstrate theoretical knowledge of:
Definitions- what is capsizing, swamping and sinking and what actions to take in the event of these happening.

Module 10- Anchors, Anchoring and Running Aground

Theory and Practical components

The candidate (where applicable) is required to demonstrate theoretical knowledge and practical ability under supervision:

Types of anchors and their uses, how to anchor, scope, setting an anchor, beach anchoring, laying a second anchor, kedging, fouled anchor, running aground, what actions to take if you run aground.

Module 11- Responsibilities of the Crew, Care of the Environment, Provisioning, & Housekeeping

Theory components

The candidate is required to demonstrate theoretical knowledge of:

Rested and alert crew, the effects of fatigue, alcohol and drugs, navigational duties, responsibilities of watch-keepers, when to call the skipper, protecting the marine environment, provisioning and housekeeping, cooking while underway, a balanced diet.