

## **RECOGNITION GUIDELINES FOR VDWS-WATERSPORTS SCHOOLS**

Version of 1-2-2020

Previous version of 1-9-1992, 1-10-1994, 21-4-2001, 1-2-2009, 1-1-2016

### **A General remarks**

VDWS-Watersportschools are VDWS-recognized training centers for watersport. They are members of the registered association VDWS e.V. The guidelines of the recognition of water sport schools emerge from § 2 of the VDWS e.V. statutes.

The training for adequate and correct seamanlike behaviour on the water is mainly assured by commercial training centers. In its capacity as professional association, VDWS aims for a qualified education of all water sport persons. In order to guarantee the highest possible level of this education, training centers are recognized according to standard guidelines.

For this purpose, the following requirements have to be met, the present list not intending to be exhaustive. These are minimum standards, to be completed by additional criteria of the VDWS Center Manual, in as much as it is required for a training activity of adequate quality.

VDWS' **guidelines of recognition** correspond to the requirements of the working group VAW (Vereinigte Ausbildungsverbände Wassersport).

**VAW is presently made up by:**

**VDWS** (Verband Deutscher Wassersport Schulen e.V.)

**VÖWS** (Vereinigung Österreichischer Wassersport Schulen)

**VÖYWS** (Vereinigung Österreichischer Yachtsport- und Wassersport-Schulen)

**SWAV** (Schweizerische Wassersport Vereinigung)

### **B Recognition requirements**

In order to get the label of **VDWS-recognized water sport school** the following requirements must be met:

#### **1. School management**

School management requires a VDWS management licence. The school has to be economically solid and must demonstrate ownership situation.

#### **2. Training location**

a) Access to the training waters must be guaranteed without hampering, bothering and especially endangering other watersport persons and swimmers.

b) The right to use the site must be confirmed by a lease agreement with owner or authorities and, if applicable, by a permit to access the water.

c) The school must have available among other: A protected training area or training room for theory lessons, an information board, registration desk and office, changing facilities and sanitary facilities (proof of right of use), functional and visually appealing material storage.

d) The recognition as a VDWS schools requires that the major part of the school must be close to the water and that the trainees must be able to use the infrastructure without interrupting the course. Mobile schools cannot be recognized. A mobile school is a school using most of its infrastructure in a mobile way This applies in particular when there are no facilities with regard to reception, changing rooms, sanitary facilities at the place of training, when there is no contractual relationship with an owner regarding lease or rent for the school location, and when the school is not identified as a stationary facility by third persons.

e) A school location must provide framework conditions for safe operation and the training of water sports. Due to certain weather conditions (wind direction, waves, current, water levels etc.), it may be advisable for safety reasons to move to another training location in order to conduct the lessons there. However, this shall be an exception.

### **3. Schooling equipment**

a) Adequate and sufficient schooling equipment (windsurf boards and rigs, kite boards and kites, sailing vessels, SUPs) is required for all disciplines covered by the school.

b) If required by law or by the site's particularities, a motor-driven rescue-boat as well as a sufficient number of life-jackets must be available. (A motor-driven rescue-boat constitutes a standard requirement for kite surfing, besides in shallow training sites.)

c) A sufficient number of cold weather equipment, compliant with the corresponding hygiene requirements must be provided for.

d) The school disposes of an adequate room for theory classes, a corresponding working space in case of open-air classes. This includes an assortment of teaching materials, as magnet boards (arrows, buoys, and pens), models, VDWS-teachings aids etc.

### **4. Further equipments and requirements**

The list of the preceding requirements is not exhaustive. These are only minimum standards, to be completed by additional criteria of the VDWS Center Manual, in as much as it is required for a training activity of adequate quality.

### **5. Public image**

a) Every training center must be clearly presented as a VDWS-school. This includes VDWS-teaching materials, VDWS-school signboard, VDWS-school banner and VDWS-school stamp.

b) Only the original VDWS-lettering is allowed for advertising. The current VDWS-logo has to be used in a promotionally effective manner in all brochures and in the Internet, with reference to "**VDWS-recognized**" (free file on demand). Every memberschool will be cited in the list of VDWS-schools (print, Internet).

c) Each VDWS-school must have an Internet presence which refers to the membership in the VDWS. This includes the VDWS logo with a link to [www.vdws.de](http://www.vdws.de), an offer for a typical VDWS beginner course and the VDWS basic licence for the respective sport. The imprint

must contain: contact details, name of the school owner, membership number of the school and postal address.

## **6. Qualification for training and examination**

At least one teacher must be authorized to manage a **VDWS-recognized** school (VDWS licence of school management). The training center attests that at least the leading instructor possesses a valid training and examination licence for the offered watersport disciplines. The other instructors are expected to have at least one VDWS training licence or a licence recognized as equivalent by VDWS. Interns need to be registered at VDWS.

All licence holders have to be VDWS-members. Schools with different locations must fulfil these requirements for all their branches. The school commits itself to align training and examination for VDWS-licences and certificates with the association's regulations.

## **7. Liability and insurance**

The watersport school has to attest for adequate public liability insurance. It trains on its own responsibility and is not a VDWS agent, VDWS not directly administering basic training. VDWS is not responsible for any kind of claim for compensation of trainees and watersportschools.

## **8. Interdiction of distribution of VDWS-material**

The transfer of VDWS teaching material and teaching aids for resale is not allowed. However, a limited quantity of teaching material and teaching aids may be passed to other VDWS-schools, in order to bridge a temporary shortage. This does not apply to the association's certificates (especially the basic licences).

If, by way of exception, basic licences are passed to another VDWS-memberschool, the VDWS office has to be informed without delay and the serial numbers of the basic licences must be specified. A violation of this regulation may lead to revocation of the school's recognition and a VDWS e.V. process of elimination.

## **9. Rival membership**

a) VDWS e.V. is a community of interest, aiming to promote education and training in watersports. Every single member should actively support its statutory objectives.

b) The training of water sports instructors for other associations represents a fundamental weakening of the VDWS training system and is not compatible with the recognition as a VDWS school.

c) The school accepts to order teaching materials, teaching aids and certificates exclusively at VDWS, and that for all watersport disciplines it has asked for VDWS-recognition.

## **10. Recognition**

a) The decision concerning a school's recognition is made by the competent board member. If necessary, the watersport school will be visited. The school's recognition takes effect only when all documents mentioned under 10.b) are made available and after payment of admission fee and membership fee. There is no right of appeal concerning recognition.

b) For the application for recognition must be submitted:

- Apply for admission
- School presentation form with complete check-list
- Employee confirmation
- Site permit / water permit / right of use
- Business registration
- Proof of insurance (school liability insurance)

c) The procedure for recognition shall be as follows:

- Submission of all necessary documents at the office.
- Examination of the qualifications by the board.
- Once the requirements for recognition have been met and the approval has been given, the Internet presence must be completed within two weeks, respecting the requirements mentioned under point 5.c.
- Afterwards the official confirmation and sending of the starting package take place.

d) Newly admitted member schools are to be specially supervised in the first year of membership and trained regarding the existing VDWS system. During this 12-month trial year, membership may be terminated by either party.

e) Limited to one year, the recognition can also be accorded if single regulations of the guidelines for recognition are temporarily unaccomplished. The decision is the board's responsibility.

f) As a consequence of the recognition, the VDWS-watersport school accepts to pay a single admission fee as well as an annual membership fee.

## **11. Revocation of recognition, expulsion, withdrawal**

a) The recognition as VDWS-school is made for an indefinite period. It may be cancelled at any moment, especially in case a watersport school is no longer in line with the recognition guidelines. VDWS reserves the right to inspect previously recognized schools.

b) In case of violation of the recognition guidelines, the VDWS board may decide:

- 1) to admonish the watersport school;
- 2) to impose a penalty of up to 2.500 Euros in case of transfer for resale of VDWS-material to third parties;
- 3) to revoke the school's recognition.

c) In case of revocation of recognition or withdrawal of membership – no matter whether VDWS or the school are cancelling – the school is obliged to transfer the VDWS school sign and the VDWS flags as well as its entire VDWS-teaching material (teaching packages, workbooks and certificates) to the VDWS office, against reimbursement of the cost price. Only up-to-date materials that are in a mint and unused condition can be credited.

## **C Contributions**

Fees are established by the general meeting of VDWS e. V.

1.	Contribution for individuals	€ 51,00 (annually, payable 1st quarter)
2.	Contribution for schools (one site)	€ 153,00 (annually, payable 1st quarter)
3.	Contribution for each additional site	€ 50 (annually, payable 1st quarter)
4.	Admission-fee for schools	€ 350,00 (single payment)

The admission-fee contains a „start package“(Member Card, Center Manual, VDWS-banner, school stamp, school signboard, VDWS-fashion items, basic teaching equipment for the respective discipline, Pro Shop catalogue, advertising package).

German law is applicable for all litigations resulting of the legal relationship between VDWS and watersportschools. Place of jurisdiction is the registered office of VDWS e.V. in 82362 Weilheim i. OB. Germany

The precedent version of the recognition guidelines for VDWS-memberschools becomes operative on 1-2-2020

*Sgd. VDWS Executive Board*