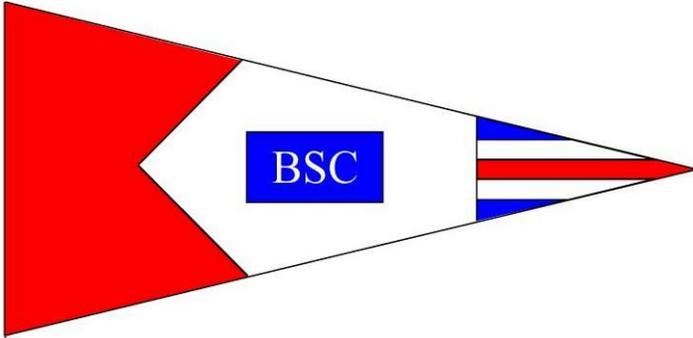


Broome Sailing Club



2017

Sailing Handbook

Version 1.0

Revision History:

<u>Version</u>	<u>When</u>	<u>Who</u>	<u>What</u>
V1.0	2/03/2017	Alex Tiverios	First Draft

BSC Sailing Handbook

Contents:

CLUB OFFICE BEARERS	5
CLUB ADMINISTRATION	5
EMERGENCY RESPONSE OUTLINE	6
DUTIES ROSTER	7
ON WATER STARTS	7
ALL COMPETING YACHTS NEED TO BE AT START LINE IN SUFFICIENT TIME TO ALLOW RACING OFFICER TO START RACES AT OFFICIAL START TIME	7
SOME BASIC RULES	8
HOW RACES ARE STARTED	8
A GUIDE TO A FEW BASIC RULES OF THE ROAD WHILST RACING.....	10
2017 SAILING PROGRAMME	13
2017 SEASON SAILING INSTRUCTIONS	13
1 RULES.....	14
2 ADVERTISING.....	14
3 SAFETY	14
4 STRONG WIND WARNING	14
5 ELIGIBILITY FOR ENTRY	14
6 NOMINATIONS	15
7 SAIL NUMBERS	15
8 CHANGES IN SAILING INSTRUCTIONS	15
9 SIGNALS MADE ASHORE.....	16
10 RACING FLAGS	16
11 DIVISION FLAGS.....	16
12 MARKS	16
13 RACING AREA.....	16
14 COURSES.....	16
15 STARTS	17
16 START TIMES	17
17 GENERAL RECALL	17
18 THE FINISH	17
19 ABANDONED RACE	18
20 PROTESTS.....	18
21 MEDIATION.....	18
22 PRESENTATIONS.....	18

BSC Sailing Handbook

23 INSURANCE:.....	18
24 DISCLAIMER.....	18
25 SCORING	19
25.1 Club Championship.....	19
25.2 Wet Season Championship	20
26 HANDICAPPING SYSTEMS.....	20
APPENDIX A: PROTEST MEDIATION.....	21

Club Office Bearers

Commodore:	Alex Tiverios	0457 836 404
Vice Commodore:	John Dayman	0415 435 052
Rear Commodore:	Miranda Dibdin	0419 440 128
Treasurer/Registrar:	John Kennedy	0412 460 442
Secretary:	Andrew Coopes	0409 490 507
Racing Officer:	TBA	
Committee:	Loi Odore, Jeff White	

Club Administration

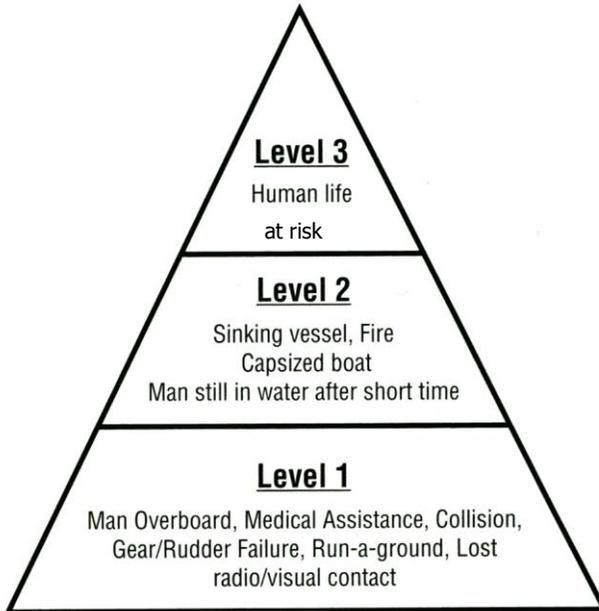
eMail: secretary@broomesailingclub.org.au

Postal: Broome Sailing Club Inc
PO Box 2874
Broome, WA 6725

Website: <https://broomesailingclub.org.au>

Facebook: <https://www.facebook.com/Broome.Sailing.Club>

Emergency Response Outline



Level 1 Emergency: Normally handled by boat's skipper in the first instance with assistance from other boats in the area. Race OOD must be notified

Level 2 Emergency: Rescue Boat to assist and call for other assistance as required.

Level 3 Emergency: Notify Water Police and Race OOD.

Have you practised a Man Overboard Recovery or Capsize drill this year?

Duties Roster

Members contribute to club sailing activities through rostered social and sailing day duties.

These duties include:

- Towing trailers to and from the beach (e.g. dinghy trailers, BSC Club Trailer, etc.)
- helping to organise and run the races (e.g. OOD, Start Boat, rescue Boat, etc)
- assisting with the social duties (e.g. preparing, serving and cleaning up the refreshments)

Rosters will be organised by the Race Committee and Social Committee.

It is the responsibility of all members to be available to perform rostered duties.

On Water Starts

All competing yachts need to be at start line in sufficient time to allow racing officer to start races at official start time.

Calendar Notes:

- Please ensure you are at the start area in plenty of time to get the feeling for the weather conditions and so the races can start at the scheduled time.
- Racing program is subject to change dependent on unforeseen circumstances. Sufficient advance notice will be given prior to alterations.
- **TIDE TIMES MUST NOT BE USED FOR NAVIGATION PURPOSES.**
- Wet season racing will commence in October 2017 through to April 2018. There will be one race day per month with

divisional races being held to suit tides, two races per race day. Exact dates will be posted on the club web site during the latter part of the dry season. Wet Season races are only conducted on Yardstick Handicap system and maybe held at Gantheaume or Roebuck Bay (weather dependent).

Some Basic Rules

How Races Are Started

Races are started using flags and sound signals (not always easy to hear). The inside back cover of this book has a list of some flags.

1. From this book know the time your race is to start. Ensure you are out in plenty of time to get a feeling for the weather conditions and what sails to set.
2. The Numeral Pennant indicating which course is to be used may be raised when the first division of the day is to start otherwise it will be raised with your 5 minute Warning Signal.
3. 5 minutes prior to the start your division flag will be hoisted (see Sailing Instruction 11) and one sound signal made. This is the Warning Signal.
4. 4 minutes prior to the start code flag "P" will be hoisted, with one sound signal.
5. 1 minute prior to the start code flag "P" will be lowered, with one long sound signal.

BSC Sailing Handbook

6. At start time the flag for your division will be lowered with one sound signal.
7. In the event that there are no sound signals, flags only are used. *NB: It is always recommended the boats have a watch on board to time the starts themselves from the 5 minute warning.*
8. When you first race, try to be somewhere near the middle of the line close hauled on starboard tack and then no one will try to push you off the top end (the Start Boat end) of the line. The aim is to arrive at the line just as the gun goes but it is better to be a little late than too early. If you cross early (before your division flag is lowered) you have to return behind the line and start again.
9. In the start area ensure that no part of any of your crew's bodies are over the side of the yacht for their own safety.
10. If there is no room on the start line you cannot barge in. You must circle around and re-start, avoiding a collision at all times.

Minutes before starting signal	Visual signal	Sound signal	Means
5	Class flag	One	Warning signal
4	P, I, Z, Z with I, or black flag	One	Preparatory signal
1	Preparatory flag removed	One long	One minute
0	Class flag removed	One	Starting signal

The warning signal for each succeeding class shall be made with or after the starting signal of the preceding class.

A Guide to a Few Basic Rules of the Road Whilst Racing

Copies of the Racing Rules of Sailing (RRS – aka “Blue Book”) 2013 – 2016 should be purchased, or a soft-copy is available on the BSC website (including a *cheatsheet* of the alterations from the previous book). The Club may also periodically run Rules nights to assist new and experienced sailors.

1. **ON OPPOSITE TACKS;** When 2 boats are on opposite tacks the port tack boat (the one with its boom on the right hand side of the boat and the wind coming over the port (left) side) must keep clear of a starboard tack boat (boom on left side and wind coming over the starboard side)
2. **ON THE SAME TACK – OVERLAPPED:** The windward boat (the one which is closest to the direction the wind is coming from) must keep clear of the leeward boat.
3. **ON THE SAME TACK - NOT OVERLAPPED:** The boat clear astern must keep clear of the boat clear ahead. It is similar to the road rules in that if you are overtaking you do not have the right of way but once you overtake to windward then 2 above applies. If you overtake to leeward the rules are complex and until you have a good understanding of the rules keep clear of the other boat.
4. **WHILE TACKING - CHANGING FROM ONE TACK TO THE OTHER:** After a boat passes head to wind (she is deemed to have left the current tack) she must keep clear of other boats until she is close hauled on the other tack (her main is set and drawing wind). Similar rules apply if you are gybing.
5. **AVOIDING CONTACT:** It is a fundamental rule that a boat shall avoid contact if reasonably possible.

BSC Sailing Handbook

6. **OTHER RIGHT OF WAY RULES:** The important rules that determine when you have right of way and when you must keep clear are RRS 10 to 19 in the Blue Book.
7. If you do not feel comfortable with any situation that develops on the race course then do not push yourself into it. An example is a congested mark with a number of boats trying to round at the same time. Hang back until you gain in confidence in handling your boat and you know the rules and therefore your rights.
8. **RESPONSIBILITY:** Fundamental Rule 4 states “The responsibility for a boat’s decision to participate in a race or continue racing is hers alone.”

BSC Sailing Handbook

9. If you do not feel comfortable with the weather conditions or any other situation that may develop on board such as sea sickness then the safest thing to do is to retire from the race and return to harbour. Any experienced sailor who has been sailing for a number of years will agree that there have been occasions when they have retired for one reason or another, perhaps just because they or their crew were not enjoying it.

2017 Sailing Programme

Please note that the sailing program for both the dry season and wet season is now online on the Broome Sailing Club website or Facebook page.

Website: <https://broomesailingclub.org.au>

Or Facebook

<https://www.facebook.com/Broome.Sailing.Club/>

2017 Season Sailing Instructions

Issued March 2017; any amendments will be published on the Club Web Site

- Skippers undertaking club sailing day rostered duties are eligible for average points for championship races.
- Shortened course - the affected boats shall pass by the course mark, at which the flag S is flying, on the correct side and proceed to the finish line, rounding the appropriate day buoy on the correct side as per race instructions – i.e. all marks to port or starboard.
- A minimum of three boats shall constitute a race in each Division championship heats.

1 Rules

- 1.1 All races will be governed by the “rules” as defined in The Racing Rules of Sailing (RRS), [which includes the prescriptions of YA and the rules of competing Class(es)], except as any of these are changed by these sailing instructions, and by these sailing instructions.
- 1.2 The BSC Committee is the ‘Organising Authority’ as required by rule 89.1 (c).
- 1.3 The BSC Race Committee is the appointed ‘Race Committee’ as required by rule 89.2.
- 1.3.1 The Race Committee shall comprise the Commodore, Rear Commodore, and the Race Officer or their nominees.
- 1.4 The ‘Officer of the Day’ (OOD) is the BSC Racing Committee representative with all the authority of the ‘Race Committee’.

2 Advertising

- 2.1 Club racing is designated Category C with respect to advertising – *i.e. basically unrestricted unless BSC determine that sponsor logo’s must be displayed.*

3 Safety

- 3.1 Mono-hulls & Multi-hulls:
Races will be conducted under YA Special Regulations Part 1, Category 6.

4 Strong Wind Warning

- 4.1 When a Strong Wind Warning (winds of 25 to 33 knots) or stronger, is issued by the Australian Bureau of Meteorology and is current at the scheduled start time, the race may be Postponed or Abandoned.

5 Eligibility for Entry

- 5.1 Boats must be included in the Club Yacht Register.

BSC Sailing Handbook

- 5.2 Boats registered in the names of Junior members shall be skippered only by Junior members.
- 5.3 Skippers and crew shall be members of the Broome Sailing Club. (Note: Temporary Members may compete in a maximum of **three** races)
- 5.4 Every skipper and crew member who sails more than 3 races in a season shall be a Youth or Silver member of Yachting Australia.
- 5.5 Boats competing in Broome events shall be on the register of a club affiliated with Yachting Australia and shall comply with the fire and safety requirements of their home club.

6 Nominations

- 6.1 Nomination for all Club races is compulsory. Any boat failing to nominate shall be recorded as 'Did not Start'.
- 6.2 Nominations shall be lodged by **correctly filling in and signing** the Sign-On Sheet prior to the warning signal for racing.

7 Sail Numbers

- 7.1 Every yacht shall display a sail number on both sides of the mainsail.

8 Changes in Sailing Instructions

- 8.1 Changes to Sailing Instructions will be announced prior to the day's programme commencing.
- 8.2 Any change to the sailing instructions made on the water (which may be oral) will be delivered by a Race Committee Boat. Flag L will be displayed while the changes are being given. It shall be the responsibility of each boat to obtain the written or oral instructions.
- 8.3 All boats competing should sail past the start boat in situ for every race, to receive any last minute course alterations prior to the race. It is the responsibility of each competing boat's

skipper to make sure they do this and have the correct course to sail.

9 Signals Made Ashore

- 9.1 Signals made ashore will be displayed from the yardarm located on the BSC club-house trailer
- 9.2 All Course signals will be made ashore at least 15 minutes before the first Warning signal.
- 9.3 A warning signal will be made not less than 1 minute after the end of a postponement period.

10 Racing Flags

- 10.1 Racing Flags are not mandatory

11 Division Flags

- 11.1 Division Flags will be designated by:

Multi-hulls	Code Flag C
Mono-hulls	Code Flag D

12 Marks

- 12.1 Racing marks will be coloured floats.
- 12.2 A missing mark may be replaced by a buoy with a flag staff and code flag M attached.

13 Racing Area

- 13.1 Generally Cable Beach to the North of Gantheaume Point or Town Beach dependent upon conditions.

14 Courses

- 14.1 Courses will be announced prior to the day's programme commencing.

15 Starts

- 15.1 Races will be started by using RRS 26 wherever possible.
- 15.2 Boats whose Division Warning Signal has not been given shall avoid the start area.
- 15.3 The starting line will be between a mast displaying an orange flag on the committee boat at the starboard end of the line and a buoy at the port end.
A buoy may be attached to the committee boat's transom. Boats shall not pass between this buoy and the committee boat.

16 Start Times

The Race Start Times shall be as indicated in the enclosed Sailing Programme, with all divisions starting at the same time.

NB: should the fleets become too large to manage with a single start time then this may be amended.

17 General Recall

- 17.1 When a general recall is signalled the warning signal for the first recalled fleet will be displayed at the start signal for the last fleet in the sequence. Warning signals for other recalled fleets will follow in order thereafter. The General Recall signal for a recalled fleet will be displayed for one minute. This changes RRS 29.2.

18 The Finish

- 18.1 The finishing line will be between a mast displaying an orange flag on the committee boat at the starboard end of the line and a buoy at the port end (opposite ends for a downwind finish).
- 18.2 Except when finishing, boats sailing through a finish line in either direction, while the Committee Boat is displaying a

BSC Sailing Handbook

Blue Flag, will be disqualified without a hearing, and will be scored DSQ.

19 Abandoned Race

- 19.1 Should a heat be postponed or abandoned it may be resailed immediately or on a day decided by the Race Committee.

20 Protests

- 20.1 Protest forms are available from the race committee. The form to be lodged with the race committee within 60 minutes of the finish time of the last boat and otherwise in accordance with RRS 60.

21 Mediation

- 21.1 Mediations will be conducted in accordance with Appendix B.

22 Presentations

- 22.1 After returning to the beach the race committee may make one sound signal which shall mean Presentations will take place within 30 minutes.

23 Insurance:

- 23.1 Each participating boat shall be insured with valid third-party liability insurance with a minimum cover of \$5 million for any one incident. By taking part in a race or event owners are deemed to have made a declaration that they have such cover.

24 Disclaimer

- 24.1 All those taking part in races conducted by the Broome Sailing Club do so at their own risk and responsibility.
- 24.2 The Broome Sailing Club, any sponsor and any party involved in the organisation of any event disclaims any and every responsibility for any loss, damage, injury to persons

BSC Sailing Handbook

and things, both ashore and at sea, as a consequence of participation in any way in the races covered by these sailing instructions.

- 24.3 Attention is drawn to RRS 4 which states: “The responsibility for a boat’s decision to participate in a race or to continue racing is hers alone.”

25 Scoring

25.1 *Club Championship*

- 25.1.1 The Low Point system of RRS Appendix A will apply, modified so that each boat’s series score will be the total of her race scores, with her worst score discarded if all races in the series have been completed .
- 25.1.2 Rule A9 applies. The number of boats entered in the series shall be determined following the final heat of the series.
- 25.1.3 There shall be a minimum of three boats which start to constitute a heat, otherwise that heat shall be cancelled.
- 25.1.4 To determine the champion skipper, or co-skipper, points shall be awarded to the nominated skipper, or co-skipper, not the boat. Thus if a skipper, or co-skipper, changes boats during the season, points gained in previous heats shall be retained.
- 25.1.5 Points are not transferable between classes.
- 25.1.6 Average points shall be awarded as redress resulting from a redress hearing or where a skipper is engaged on Club duties, with the approval of the OOD, which prevent that skipper from racing.
- 25.1.7 If a skipper who regularly sails in Broome Sailing Club races forgoes to race and undertakes safety boat or start boat duties due to lack of members; they shall get their averaged points for those races as determined by their seasons results.

25.2 Wet Season Championship

- 25.2.1 Wet Season races do not form part of the Club Championship and will be conducted using Yardstick Ratings only for each Division. They have their own Wet Season Championship awards.

26 Handicapping Systems

- 26.1 Individual handicaps used for the determination of placing's will be calculated using a system of handicapping which has been approved by the Race Committee.
- 26.2 The Race Officer will be responsible for assessment, arbitration and record-keeping of handicaps.
- 26.3 Appeals against handicaps or the administration of handicaps shall be made to the Rear Commodore. Such appeal shall be lodged in writing with the Club or the OOD prior to the race following the Race Officer's decision being advised.

Appendix A: Protest Mediation

A mediation hearing will be conducted for all protests, lodged in accordance with RRS 61, that allege an infringement of a rule of Part 2 or 4. Such hearings will be held subsequent to the protest being lodged and prior to the protest hearing.

The time and place of the mediation hearing will be decided by the mediator and such advice may be given verbally. One representative of each boat shall attend the mediation hearing and no witnesses shall be allowed. The mediator shall decide the manner in which testimony is given.

After taking testimony at mediation hearing the mediator shall make one of the following conclusions:

(a) The protest does not comply with RRS 61 and the protestor may withdraw the protest.

(b) The matter shall proceed to a protest hearing. (This may be because rules other than Part 2 or 4 are or may be involved; or because evidence is too complex or divergent to reach a reasonable and timely conclusion; or due to the apparent severity of the alleged infringement; or for any other reason decided by the mediator.)

(c) No rule was broken and the protestor may withdraw the protest.

(d) A rule was broken by one or more of the boats involved. The infringing boat(s) may accept scoring points equal to a finishing place mid-way between her actual finishing place and a disqualification, and if so accepted the protestor shall withdraw the protest. (Half points shall be disregarded and the points of other boats shall not be adjusted.)

A mediation hearing shall not be re-opened. No conclusion of a mediator shall be subject to appeal or be grounds for redress.

Should the protest proceed to a protest hearing then the mediator may be a member of the Protest Committee. Any evidence given by a mediator during a protest hearing shall be given only in the presence of the parties to the hearing.

