

Race Officers & Assistants

If you are unable to make your rostered date it is your responsibility to arrange a swap with someone on the Duty Roster, if you are unable to achieve this then contact either the club or email sailingsec.rwyc@gmail.com.

Royal Windermere Yacht Club Race Officials' Code of Conduct

Royal Windermere Yacht Club (RWYC) race officials (committee boat crew, safety boat crew) are among the most exposed officials of the club. It is therefore essential that they behave with the highest degree of competence, propriety and integrity. At no time can or should a race official do anything to bring RWYC or the sport into disrepute.

Specifically, RWYC race officials are expected:

1. To maintain a good level of understanding and application of
 1. The Racing Rules of Sailing.
 2. Additional rules relevant to the club, their discipline and boat class.
 3. Local bye laws of Windermere.
 4. RYA Race Management Guide.
 5. RWYC procedures and policies.
2. Ensure that decisions are based upon the rules and principles of fairness and objectivity and are made with care without prejudice.
3. Uphold the confidentiality of race official deliberations during and after the regatta.
4. Be polite, open-minded and patient with colleagues, competitors and deal with dissent in a fair and courteous manner.
5. Declare any conflict of interest before accepting a race official invitation or when one becomes apparent at an event (a conflict of interest exists when an RWYC race official has, or reasonably appears to have, a personal or financial interest which could affect the official's ability to be impartial).
6. Be on time and wear appropriate clothing on the water and ashore.
7. Remain until any relevant issues are resolved.
8. Abstain from consuming alcohol until duties are over for the day, there are additional rules under the Lake Windermere Bye Laws. Race officials must never become inappropriately inebriated during an event. Race officials should also refrain from smoking indoors or whilst carrying out their duties.

Please ensure you are at the club by the time advised on your email reminder.

Please note that the Race Officer is empowered by the Sailing Committee when on duty to be responsible for all aspects relating to the Safety and management of the racing for the day.

RRS Fundamental Rule 4 states that a boat is solely responsible for deciding whether or not to start or to continue racing.

However, it is the duty of the Race Officer and starting team to do everything in their power to ensure the race is conducted safely. The club ribs are at your disposal and if you think extra escort vessels are necessary you should enlist the help of class captains and club officers to provide crews for them. Escort boats must carry helm and assistant if possible, both crew must wear buoyancy aids. The club radios are available and must be carried on the Committee Boat and any escort boats, check the radio works before leaving the jetty.

1. ARRIVAL

a. Arrival times:

- i. Saturday and Sunday 12 noon
- ii. Monday and Thursday evening 5.30pm
- iii. For special events and open races check your duty details or ask.

b. Confirm that both Race Officer (RO) and Assistant (ARO) are both available for duty. If the AROs are not a club members ensure they are signed in for insurance requirements prior to going on the water.

c. Confirm that you have both a Safety Boat driver and Assistant.

d. CURRENT CLUB POLICY IS WITHOUT A SAFETY BOAT/S RACING CANNOT TAKE PLACE

e. If weather conditions look uncertain be prepared to arrive early to go and visually check.

2. COURSE MEETING

a. Have available a local weather forecast

b. Ensure that your assistant(s) is/are present

c. On Saturdays and Sundays call the Course Meeting at 12:30 (ring the bell).

d. The Senior Club Officer available should chair the Course Meeting, the RO can fill this position if none are available.

e. A weather forecast will be requested and the members of the Course Meeting will then decide which end of the lake to sail.

f. The general starting area will be agreed at the course meeting.

3. FLAGS

Hoist the appropriate flag on the club flagstaff to indicate the sailing area for the day these are located in the bosuns locker.

a) Flag 'U' Upper or North Lake



b) Flag 'L' Lower or South Lake



4. DUTIES

- a. The RO is to discuss with the Safety boat crew what is required for the day.
- b. Advise club staff the expected start area.
- c. From the Radio room sign out the Committee boat in the log book and collect the following:
 - i. Key/s and kill cord for the boat
 - ii. Radio
- d. Before leaving the jetty:
 - i. Do a visual check of the Committee Boat
 - ii. Check the safety procedure notice on the boat for any updates.
 - iii. Check you have sufficient fuel for the day.
 - iv. Are there sufficient race cards and pens on board.
 - v. Do a radio check prior to going leaving the jetty.
 - vi. Ensure crew on the boat have personal buoyancy at all times when afloat.
- e. **The kill cord must attached to the driver at all times while afloat when operating the engine.**

PLEASE NOTE THE FOLLOWING AMENDMENTS TO OUR SAILING INSTRUCTIONS

Rule 9 Personal Buoyancy

9.1 Personal flotation devices shall be worn by all competitors participating in club activities while afloat.

5. SPEED LIMIT

Please respect the speed limit at all times, 6 mph limit in the bay and the 10 nautical mph limit elsewhere. Please ensure you have adequate setting up time before the Start Time, Do Not Speed when Laying Marks. The only exemption from the speed limit is where Safety boat needs to respond to a situation or in an emergency in which life might be at risk. The Lake Wardens are genuinely supportive and helpful of the club's position but it is incumbent on us all not to abuse this privilege.

6. During Racing

- a. Run the racing as per the Racing Rules of Sailing and the clubs additional Sailing Instructions
- b. Ensure the results are recorded correctly and clearly.
- c. Be alert for any incident that may require Safety boat assistance or yours should that be required. Do not place yourself, your crew or the boat in unnecessary danger.
- d. The following guidelines are what the RIB operates to:
 1. **CODE AMBER** problem with either boat or crew that will delay them in returning to a standby position.
 2. **CODE RED** should there be either serious injuries, substantial damage of a boat or a boat requires escorting back to RWYC.(see Appendix A below for further information)
- e. Maintain clear communication with all safety boats on the water especially during an incident no matter how minor.
- f. If you are requested to assist the safety boat then be expect to abandon the race.

7. Post race:

- a. Ensure all race boats have returned to RWYC, unless they have informed you they intend to continue free sailing.

- b. If an incident occurred during the day involving injury to a person or damage to a vessel complete an incident form before leaving the premises. These are available in the office in the club entrance, once completed hand to a club officer or the club steward.
- c. Return the keys and radio back to the radio room. Put the radio back on charge.
- d. Record any shortage of equipment or damage to the RIB/s in the log book, if there is any significant damage ensure a note is left in the office.
- e. If the yachts are racing signal their finishing order on the Club burgee halyard by using the owners individual racing pennants which are kept in the flag locker.
- f. Race cards are to be placed in their respective holders in the club entrance.

Lastly thank you for helping the Club's Race Management Team it is much appreciated by those that take part in the racing and I hope you also have enjoyed helping out on the water.

Hon Sailing Sec

Appendix A **CODE RED**

REMEMBER PEOPLE COME BEFORE BOATS.

The recommendation from the Lake Wardens is to call them when

- Boat/s are damaged to the extent that the crew aboard have concerns about the safety of their craft.
- Where there have been injuries to anyone aboard the boat/s, a person suffering shock is to be considered a casualty.
- The situation is/has or about to become greater than you can safely manage.

CODE RED should be used for the following

1. When a person or persons sustain a significant injury such as
 - a. Head injury
 - b. Suspected broken bone/s
 - c. Major cuts causing excessive bleeding
 - d. Signs of shock especially when involved in a serious incident, this includes the RIB crew.
2. A boat or boats have been damaged to the extent that it/they are unable to continue normal navigation.
3. The crew of a boat has become exhausted to the extent of requiring escorting back to RWYC.
4. Assistance is required by person/s or boats but are not involved in the racing treat as no. 1 & 2.

In the first instance contact the RO and call **CODE RED**.

The Lake Wardens should be contacted either by you or the RO do not assume it has been done check. Provide assistance that you are able to safely give, if you are unsure seek advice.

Contact with RWYC must be made at the earliest opportunity especially if an ambulance will be arriving there.

When transporting a casualty requiring urgent medical assistance, use the closest landing point that has ease of vehicle access.

North Lake

1. Ambleside
2. Low Wood Hotel
3. Brockhole
4. White Cross Bay
5. RWYC

South Lake

1. Ferry Nab
2. Storrs Hotel
3. The Racing Motor Boat Club
4. Tower Wood
5. Beech Hill
6. Fell Foot

RYA tips for safety boat drivers

- Always wear a kill cord.
- Keep your hands on the throttle and wheel at all times when moving.
- Always switch your engine off when dealing with a person in the water.
- Wherever possible keep your boat speed to a minimum so that you do not create unnecessary wake, and make it easier for people anticipate the safety boat intentions.
- When approaching a capsized dinghy, it can sometimes be best to approach bow first, from up wind, keeping the prop away from the boat hazards and crew.
- Avoid steering directly astern of those who are racing, in case they capsize, fall out or alter course unexpectedly.
- If it is necessary to come alongside, it is best to do this when a sailing boat has stopped on a close reach and the safety boat can come in on the windward side of the dinghy and hold the shroud to keep them close. Once in place turn the engine off if necessary for ease of communication.
- If approaching a moving dinghy let the helm know your intentions, communicate clearly, approach from the windward side.
- Always have an escape plan up your sleeve, know which way you're going to turn to get out of a situation before things go wrong - sometimes just dropping into neutral will do it!

Above all maintain a good look out around your safety boat at all times!