

2022-2023

Sailing Members Handbook



Sailing Instructions and guidelines for good sailing.

Updated October 2022

SAILING MEMBERS HANDBOOK

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Club Officials and Roles

Commodore:	Alan Rushbrook	0402409352	alan@utintja.com.au
Vice Commodore:	Max Young	0419 839 008	maxhyoung62@gmail.com
Rear Commodore:	Kym Campion	0407 426 409	k.campion@internode.on.net
Treasurer:	Doug LeFeuvre	0417559046	dandjlf@internode.on.net
Secretary:	Greg Hackett	0428292315	greg.hackett@hotmail.com
Racing Officers:	Andrew Slater	0428542001	kalkafarming@gmail.com
	Greg Hackett	0428292315	greg.hackett@hotmail.com

Management Committee

Above executive as well as, Andrew Salter, Steven Horn, Greg Illman, Karen Chapman, Hamish Slater, Peter Schell, Jack Keleher

Racing Committee

Kym Campion, Greg Hackett, Andrew Slater, Alan Rushbrook, Greg Illman, Hamish Slater

Other club roles

Past Commodore:	Andrew Slater
Bar Manager:	Jack Keleher
Catering Coordinator:	Karen Chapman
Publicity Officer:	Patsy McBurney
Assistant Racing Officer:	
Record Keeper:	
Handicapper:	Andrew Slater
Auditor:	Andrew Gordon

Club Contact Details

Port Vincent Sailing Club
C/O Port Vincent Post Office
Port Vincent 5581

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Emergency Response Outline



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

Duties of Members

Members are expected to contribute to club sailing and social activities held on sailing days/weekends.

These duties include:

- Maintaining the clubhouse and surrounds in a neat and orderly manner. Pay particular attention to any signs or notices posted in the clubhouse pertaining to safe operating procedures.
- Fulfilling their roles and responsibilities as PRO (Provisional Race Officer)
- Assisting with the social duties (e.g. preparing, serving and cleaning up the refreshments) including bar roster.
- Sailors washing down boats are urged to do so with a minimum of water.
- All programs and rosters for club events will be organised by the Management Committee or delegates.
- If there are any concerns regarding the safety or maintenance of the clubhouse or equipment, please refer them immediately to management committee members. If possible, we will endeavour to resolve issues immediately.
- Conducting oneself in a manner consistent with the values and intentions of the club at all times.
-

Launching and Retrieving of Boats

The Boat Ramp next to the clubrooms is a public ramp. Club members can use this ramp free of charge but they need to display a membership badge on their left dashboard to avoid receiving a expiation notice. These badges are available from the Treasurer.

In regard to the use of the foreshore boat ramp adjacent to the PVSC Clubhouse:

- The ramp is for public use and therefore must remain available to all members of the public at all times unless otherwise notified.

This document is a guide for racing sailors. If you have further questions, seek clarification from Management Committee

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- There is to be NO PARKING in the ramp space immediately BETWEEN THE CLUBHOUSE AND PLAYGROUND - It must be kept clear at all times
- All users are urged to reverse down the ramp whenever possible.
- All PVSC members should be considerate to all other ramp and beach users in the vicinity of the club area.

Club members are NOT entitled to free use of the marina boat ramp and when using this ramp need to purchase a ticket.

On Water Communications

Radio

Top Deck monitors VHF Channel 16 (and will change to Channel 73 for chat) and 27 Meg Channel 94 Coast Guard (if present on water) will monitor VHF Channel 80 and 27 Meg ???

Telephone

Top Deck 8853 8312
Coast Guard 0419 852 382

If you are on the water and require assistance, call Top Deck who will be able to coordinate a response.

Some Basic Rules

Please note: The following does not replace the World Sailing Racing Rules of Sailing.

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

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.
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 racecourse 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

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“The responsibility for a boat’s decision to participate in a race or continue racing is hers alone.”

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 the beach.

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!

9. Ensure you are out in plenty of time to get a feeling for the weather conditions and what sails to set.
10. 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 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 the lights are out/start siren sounds) you have to return around the ends of the line and start again, keeping clear of all other boats.
11. A tactic of other boats is to force their competitors to go over the line early but wait until you have a firm grasp of the rules before you try it for yourself!
12. In the start area, ensure that no parts of any of your crew’s bodies are over the side of the yacht for their own safety.

Other Sailing Documents

The following documents are available on the Club website

<https://www.revolutionise.com.au/portvincentsc/>

Sailing Programme

Courses

Approximate Buoy positions

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Sailing Instructions

Owner's Responsibility

"The safety of the boat and her crew is the sole and, inescapable responsibility of the owner, or owner's representative, who shall do their best to ensure that the boat is fully found, thoroughly seaworthy and manned by experienced crew who have undergone appropriate training and, physically fit to face bad weather."

- **A minimum of two boats in any division shall constitute a race.**

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 PVSC Committee is the 'Organising Authority' as required by rule 89.1 (c).
- 1.3 The PVSC Race Committee is the appointed 'Race Committee' as required by rule 89.2.
- 1.4 The Race Committee shall comprise the Commodore, Rear Commodore, and the Race Officer or their nominees.
- 1.5 The 'Race Officer' (RO) is the PVSC 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 PVSC determine that sponsor logo's must be displayed.

3 Safety

- 3.1 By order of the 'Race Committee' all sailors shall wear an approved Personal Flotation Device (PFD) while racing.

4 Strong Wind Warning

- 4.1 When a Strong/Damaging 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.
- 4.2 In the case of a postponement, the 'Race Committee' will make the decision to postpone the days races by a period of 30, 60 or 90 minutes and adjust courses accordingly. The 'Race Committee' reserves the right to abandon the days racing at any time.

5 Eligibility for Race Entry

- 5.1 **Skippers/owners shall be members of the Port Vincent Sailing Club (and in turn, Australian Sailing) in order to have a race time recorded and be eligible for points/trophies.**
- 5.2. All crew are to be members of PVSC. Temporary memberships are available.
- 5.3 It is the owners' responsibility to ensure that their vessels are adequately and comprehensively insured, including public liability cover of \$10 million minimum, to be eligible to participate in events conducted by The Port Vincent Sailing Club Inc. It is necessary to submit a certificate of currency (or similar proof) to the Management committee of the Port Vincent Sailing Club Inc prior to participating in club events upon request.
- 5.4 Owners/skippers of visiting boats are asked to present an insurance certificate upon request.

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6 Nominations/Signing on

- 6.1 Nomination for all Club races is compulsory. Any boat failing to nominate shall be recorded as 'Did Not Start'.
- 6.2 Prior to the warning signal for racing, all nominations must be lodged by correctly filling in and signing the Sign-On Sheet. This 'Sign-On Sheet' will be at the club house unless otherwise notified.

7 Sail Numbers

- 7.1 All boats must carry sail numbers as per Australian Sailing guidelines as a means of identification.

8 Changes in Sailing Instructions

- 8.1 Changes to Sailing Instructions will be announced prior to the day's racing commencing.
- 8.2 Any change to the sailing instructions shall be made on the official notice board. It is the responsibility of each boat skipper to read and heed any changes.

9 Signals Made Ashore

- 9.1 Signals made ashore will be displayed from the 'Top-deck' of the PVSC club-house.
- 9.2 All Course numbers will be displayed on the downstairs noticeboard in the clubrooms at least 30 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 Division Lights

- 10.1 Division Lights will be designated by:
 - Division 1 – green light
 - Division 2 – red light
 - Division 3 - red+green light

11 Marks

- 11.1 Racing marks will be plastic cans, clearly marked with easily visible paint. These marks are moored to the ground during the racing season. Inflatable or other marks may be used at the discretion of the Race officer and appropriate notification made to skippers.
- 11.2 A missing mark may be replaced by an inflatable buoy. If possible a rescue craft will be stationed nearby.

12 Racing Area

- 12.1 General club racing is inside the area bounded by the coast from Surveyor Point and Dowcer's Bluff and a line from Dowcer Bluff to the '3 Mile' beacon on the end of 'Middle Spit'.

13 Courses

- 13.1 Courses will be announced prior to the day's program commencing. It should be announced no later than 30 minutes prior to a scheduled start.

14 Start Times

- 14.1 Race starting times are as follows:
 - Please see racing program.
 - Please Note: times may vary slightly at the discretion of the 'Race Committee'.

15 Starting Instructions

- Races are started using lights from the top-deck of the clubhouse. Associated sound signals, which are not always easy to hear, should be used as a guide only.
- Please see each course sheet for the location of the starting buoys for each race. The starting line will be clearly designated. Where possible, it will be between a course marker and a 'flagged' buoy.

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1. At T minus 15 minutes, a green light is illuminated which signals Div 1 Start.
2. At T minus 10 minutes, a sound signal is given.
3. At T minus 3 minutes, 3 coloured lights are illuminated. These will be extinguished at 1 minute intervals until
4. At T minus 0 minutes, the last coloured light and the green light are extinguished and sound signal given indicate the start of the Division 1 race.
5. This also indicates that it is 15mins to the Division 2 Start, which is designated by a red light. The above sequence is then replicated.

16 Starting Infringements

- 16.1 In the event of a boat being over the starting line within the last 5 minutes before a start, she must continue to sail through the line completely and proceed to sail around one of the ends of the start line in order to start legally.
- 16.2 This rule applies in the instance of an individual recall or a general recall. Failure to comply will result in disqualification.

17 Finishing Instructions

- 17.1 The Finishing line is the imaginary line formed from the Northernmost start/finish buoy to the 'Finisher' on top deck of the clubhouse. To finish, boats must pass between the two start/finish buoys or as per the course diagrams.
- 17.2 The finish line markers are not marks of the course except during the finishing process.
- 17.3 In the instance of a shortened course the finish line may be altered at the discretion of the PRO. All boats will be notified of the new finishing arrangements and the line marked as clearly as possible.
- 17.4 All competing boats must finish the prescribed course in no more than 4 hours.

18 Abandoned Race

- 18.1 The Race Officer or Beach Marshall may abandon the race if they believe the conditions are unsuitable for racing. 3 flashing lights on the clubhouse after the start of a race will signify the abandonment of a race.
- 18.2 Should a race be postponed or abandoned it may be re-sailed immediately or on a day decided by the Race Committee.

19 Protests

- 19.1 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.

20 Mediation

- 20.1 Mediations will be conducted in accordance with Appendix A.

21 Disclaimer

- 21.1 All those taking part in races conducted by the Port Vincent Sailing Club do so at their own risk and responsibility.
- 21.2 The Port Vincent 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 and things, both ashore and at sea, as a consequence of participation in any way in the races covered by these sailing instructions.
- 21.3 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."

22 Handicapping Systems

- 22.1 Individual handicaps used for the determination of placing will be calculated using a system of handicapping which the Race Committee has approved.
- 22.2 The Race Officer will be responsible for assessment, arbitration and record-keeping of handicaps.
- 22.3 Appeals against handicaps or the administration of handicaps shall be made to the Commodore. Such

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appeals shall be lodged in writing with the Club or the Race Officer 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.