

Whitstable Yacht Club

RACE OFFICER GUIDE

for shore-based and committee boat starts

These notes will guide you through race officer duty, from course setting through to the recording of results. If you are in doubt about any aspect of running the race, don't hesitate to ask another sailor or club officer for help. Prior to your duty, please familiarise yourself with the sailing instructions published on page 20 and in the WYC programme.

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Introduction

The race officer has the responsibility of running a race which enables all competitors to enjoy a day of fair competition in reasonable safety.

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The race officer should ensure that the race team arrives at least 1½ hours before the start of the race, with an up to date weather forecast (see page 3). For a committee boat start, the team should arrive at least 2 hours before the start.

Where the procedure for a committee boat start differs, see notes in blue type. Additional information will be found on page 18.

This guide was compiled in February 2009 and, as far as reasonably possible, contains information that was correct at that time. Be aware that club racing policy does change from time to time. Any changes will be posted on club notice boards and on the website.

Weather Forecasts

Reference to some, or all, of these websites will give a good picture of what can be expected in the following 24 hours. Don't spend too long on the research – but don't be caught out by extreme weather which *has* been forecast. Some websites give an up-to-the-minute picture which helps to confirm the forecast.

Sea breezes: On a warm summer day, a sea breeze may be expected to develop towards the middle of the day as the land heats and draws cooler air in off the sea. At Whitstable the sea breeze direction is between east and north-east. If the wind is already from an easterly direction, its strength will be augmented by the sea breeze. If a westerly wind is blowing in the morning and a sea breeze develops, there will be a period of calm as the new breeze fills in.

bbc.co.uk - enter CT5 and select 5-day forecast. To the left, select Coast and Sea and look at the inshore waters and coastal waters forecasts, not the full shipping forecast. Pressure charts are available, too. Also check the 24-hour forecast.

xcweather.co.uk is the GB wind map. Place cursor over Manston for wind history and 3-hourly forecast. Click for fuller weather picture. Repeat for Shoeburyness.

windguru.cz is a favourite of windsurfers. Remember to call up Whitstable or the site may default to Maui.

metcheck.com is a user-friendly site for all aspects of weather.

metoffice.gov.uk has synoptic charts, satellite imagery and much else.

wyc.org.uk has several weather links.

whitstablemarine.co.uk has a live weather station

board-worx.com has a live weather station and several webcams.

iossc.org.uk has a live weather station and webcams – very useful with a westerly weather pattern as our weather arrives approximately 20 minutes after theirs. On a squally day, unpleasant surprises can sometimes be avoided!

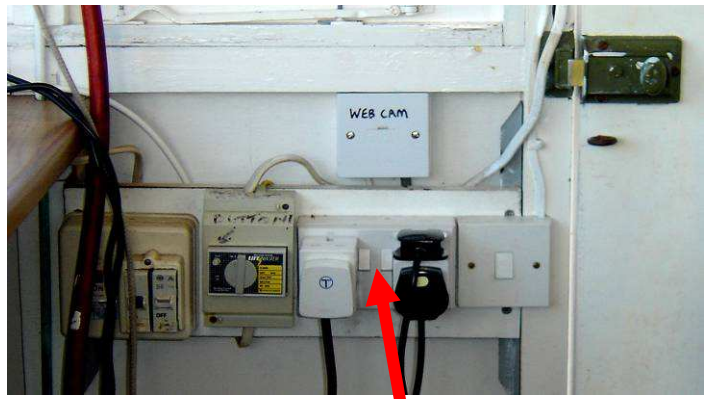
Getting Started

On arrival take the key for the race hut from the race officer's cupboard in the regatta office. [Also see page 18.](#)

1. Open the race hut and turn on the radio and the compressor for the hooter.
2. Take blank copies of the declaration (signing on) and lap recording / results sheets from the race officer's cupboard or filing drawers in the race hut.
3. Clip the signing on sheets to a clipboard and hang this on the course board on the veranda. Remember to provide a functional pencil.
4. Check that the clock(s) in the race box is/are working.



Radio controlled
clock



Turn on both
these switches

If your assistant race officer or your recorder has not come, recruit a helper - you will need 3 pairs of hands to help hoist and drop flags and to help with recording laps and finish times.

- Check the local weather against the forecast.
- Note wind strength and direction and compare with the forecast to predict conditions at the scheduled starting time.
- If too strong/light prepare to postpone/cancel.

Safety Cover

Safety boat personnel should be at the club 1 ½ hours before the start ([at least 2 hours for a committee boat start](#)) and ready to go afloat on the race officer's instructions.

- There should always be two persons in a safety boat and passengers must not be carried.
- A safety boat must not be driven by anyone who is not a club member. A safety boat driver must be qualified to *RYA Power Boat level 2*.
- Check with the bosun or the safety boat leader that he has enough drivers.
- Experienced sailors over 15 years of age may crew a safety boat, but not drive it.
- The safety boat crews have radios, first aid kits, tool kits, flares, anchors, lines and paddles.

Brief the safety boat crew on the course which is to be sailed, the number of rounds and any additional buoys which will need to be laid.

You should not run a race if there is insufficient safety cover. If you are in any doubt about the course or conditions, discuss the situation with a member of the sailing committee, a class captain or the safety crew.

REMEMBER THAT THE FINAL RESPONSIBILITY IS YOURS.

Radios

The safety boat crew will have on-board and/or hand-held radios. Carry out a radio check before they leave the beach. If you leave the race hut take a hand-held radio with you. **Always take a hand-held radio out to the committee boat. Ask the safety crew to turn on the committee boat fixed radio.**

To operate the radio set (base station):

1. Switch on using combined on/off and volume control.
2. Use the call button to change from channel 16 to channel 37. Channel 16 is the emergency channel – do not use it!
3. Turn up volume.
4. Turn up the squelch knob until the radio starts crackling and then turn it back until the crackling stops.
5. Press the transmit button when speaking.
6. Let the button go immediately, or you won't hear the response.
7. Start each message with the call sign of the person you are calling, followed by 'Whitstable bridge' ('Whitstable committee boat').
8. Keep each message brief and succinct. Use 'over' to let the other party know when to respond.
9. Use 'out' to signal the end of the conversation, *never* 'over and out'.



Volume Squelch



Control and rescue units call signs:

race hut	Whitstable bridge
committee boat	Whitstable committee boat
RIB	Whitstable RIB 1
RIB	Whitstable RIB 2
RIB	Whitstable RIB 3

It will make life easier if you establish which driver is in which rescue boat as they launch..

To avoid confusion with other sailing clubs and marinas, which are also operating on the same channel, prefix call signs with the word 'Whitstable'.

Please show consideration for other users. We do not have a private channel.

Setting The Course

The race officer, often in consultation with the sailors themselves, decides the course to be sailed and number of rounds. This information is displayed on the course board, taking into account:-

- any shipping movements in or out of the harbour
- the wind strength and direction, both now and forecast
- the tide: whether flooding or ebbing
- whether inshore marks might be in water which is too shallow
- the sea state: if the wind is in the same direction as the tidal stream, it will be less choppy than if wind and tidal stream are opposed - if the tide turns mid-race, conditions will change
- the availability of safety boats
- the cat and asymmetric fleets may want a larger course

The course should give a race of 1 ¼ hours for the leading boat in each class, a little less for the slow handicap class. Discuss the course configuration with the class captains to give them the courses that they want. Never lay a course which takes the fleet across the mouth of the harbour. Explain to the safety boat team which buoys are to be laid.

- Any round which does not go through the starting/finishing line restricts the opportunities for shortening course.
- Always avoid a hook finish. Sail numbers will be impossible to record.

Guide to courses, approximate course length and starting line:

Class	Course	Starting line	Rounds
Lasers	triangle & sausage	inshore	3/4 rounds
Asymmetric Skiffs	windward / leeward	offshore	4/5 rounds
Merlin Rockets/Tasars	triangle & sausage	offshore	4 rounds
General Handicap	triangle & sausage	inshore	4 rounds
Slow Handicap	triangle & sausage	inshore	2 rounds
Big Catamarans	windward / leeward	offshore	5 rounds
Small Cats	triangle & sausage	inshore	4 rounds

It may be advisable to lay additional windward and leeward marks to give the big cat fleet a longer course, to separate high speed boats from other classes as much as possible and reduce the risk of conflict at turning marks. It will also avoid the extra load on race recording and timing imposed by many circuits of a short course.

If the wind direction makes it difficult to give competitors a fair starting line, reasonably square to the wind, the race may be started from the committee boat at its mooring. This can be done simply by laying a buoy at right angles to the wind, without needing to move the committee boat. The race can be finished from the shore on the normal finishing line.

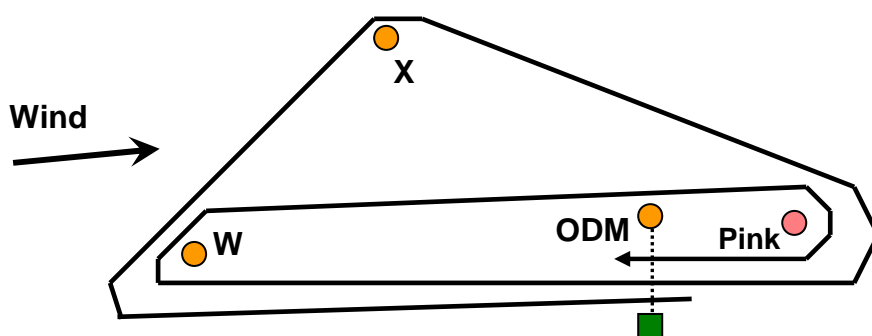
Using the Course Board

There is chalk in the race hut. The course should be shown by writing the marks in the order to be rounded, together with the direction of rounding (i.e. whether to leave the mark to port or starboard). A typical triangle/sausage course would be:

W (s)	X (s)	pink (s)	ODM (s)	W (s)	pink (s)	ODM (s)
-------	-------	----------	---------	-------	----------	---------

This example indicates the order that marks are to be rounded, and that all marks are to be left to starboard.

Diagrams are used only to clarify a written courses, e.g:



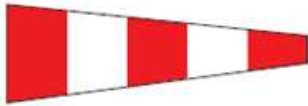

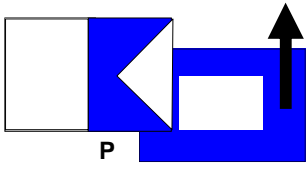
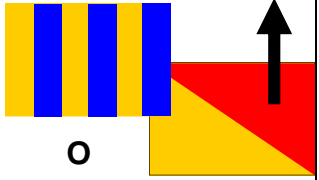
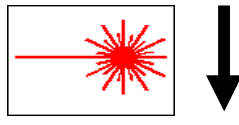
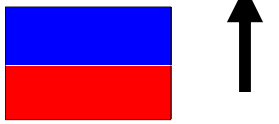
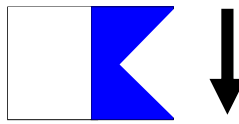

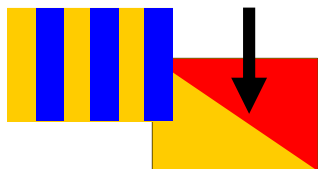
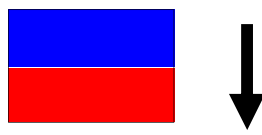
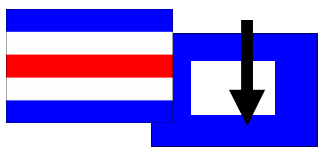
If conditions are poor but there is a prospect of improvement shortly, postpone the start rather than cancel the race. If the postponement is likely to be for a couple of hours, let the competitors and safety boat crews know. If conditions do not improve within a reasonable time, abandon the race to save everyone hanging about unnecessarily.

NB You cannot bring forward the starting time of a race.

Starting the Race

Races will normally be scheduled to start at either 11.00 or 14.00. Provided conditions permit, the race must be started on time. The clock(s) in the race hut is/are radio controlled and always show(s) the correct time.

Starting Sequence:

am Time pm		Flags	Signal
		 <p>AP (answering pennant) signals a postponement: sound 2 hoots and hoist flag. Lower flag 1 minute before first warning signal and sound 1 hoot.</p>	<p>Race postponed. Starting sequence begins 1 min after flag is lowered.</p>
1054	1354		<p>Warning signal. 6 minutes before first start (Lasers)</p>
1057	1357	<p>A</p>  <p>P</p>	<p>Preparatory signal. 3 minutes before first start. * (Asy warning flag)</p>
1100	1400	<p>G</p>  <p>O</p>	 <p>Laser start. (Gen h-cap, Merlin and Tasar warning)</p>
1103	1403	<p>E</p> 	 <p>Asymmetric Skiff start. (Slow h-cap warning)</p>
1106	1406	<p>C</p> 	 <p>Gen h-cap, Merlin and Tasar start. (cat warning)</p>
1109	1409		 <p>Slow h-cap start.</p>
1112	1412		 <p>Catamaran start. *</p>

* With multiple starts, it is not practicable to lower and re-hoist the P flag for each preparatory signal. In practice, P is hoisted only once and lowered at the final start.

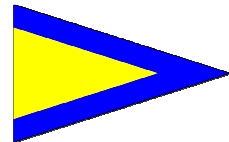
Recalls

If there are any boats over the line, and these can all be identified, an **INDIVIDUAL RECALL** is signalled.

- Sound a second hoot and display **flag X** on a pole.
- Record the sail numbers of those over the line.
- Flag X is removed after all premature starters have returned, or after 2 minutes.
- Boats which are premature starters and which do not return completely to the correct side of the start line after an individual recall should be recorded as **OCS** (= on course side).



If it is not possible to identify all the boats over the line, a **GENERAL RECALL** is signalled.



- Sound a second and third hoot and display flag **1st Substitute** on a pole. Remove it when the majority of boats are returning.
- If necessary direct the rescue boat to advise all boats to return to the starting area.
- Restart general recall class(es) at the end of the starting sequence, 3 minutes after the catamarans have started. If there is more than one class, re-start them in their original scheduled order.
- Do not go all the way back to 6 – 3 – start. Leave P up and re-hoist the first recalled class flag at the time of the last scheduled class start, and so on. If the last class is the only recalled class, display the last class flag as you remove their general recall flag. Lower the recalled class(es)' flags at their re-start times. If a class is general recalled again it goes to the back of the queue again.

During the race

Bring the signing-on sheets to the race hut after the start and start making up the results sheets, one for each class. Remember to return the signing-on sheets to the course board so that competitors can sign off after the race.

Record the numbers of each boat as they pass through the starting/finishing line on each lap. If possible, record their times as they go through, especially the leading boat in the class. Do not time Lasers, Tasars or Merlins, or small cats, which race level. Use lap times to work out whether the race should be shortened.

If the wind dies completely, the last set of lap times can be used to declare a result for the race. Keep an eye on any youngsters or novices who are sailing. Draw the safety boat's attention to any boat that appears to be in difficulty.

Shortening course

If a race is to be shortened, the signal should be made as the leading boat rounds the last mark or enters hearing distance. This allows the crews to plan their finishing strategy. The shorten course signal may be made at any time before the leading boat crosses the line, but leaving it too late may prejudice one or more competitors.

If boats of the same fleet are on different laps then once the shorten course signal has been made, boats are finished only when they complete the same number of laps as the leading boat.

The signal to shorten a course is **flag S**.



- 2 hoots and hoist **flag S** for all fleets
- 2 hoots and hoist **flag S** over class flags for individual fleets.

Finishing and Recording

As it crosses the finishing line, record the sail number of each boat and its time of finishing. For Lasers, Tasars, Merlins and Small Cats, only a position is needed. Give each finishing boat a *brief* sound signal.

After the last boat has finished, the safety boats can pick up the temporary marks and return to the shore.

Take down the signing off sheets **30 minutes** after the last boat has finished. On the results sheets, mark up any OCS and retirements.

Leave the recording sheets and the signing on sheets in the letterbox of the office. The results secretary will process the results on the computer during the following week, after which they will be posted on the club website and the notice board in the Sea Room.

Abandonment and Cancellation

There are 3 distinct options – be careful to choose the correct one. **Flag N** (blue and white chequered flag) is used in all 3 cases. **Flag A** (white with blue swallow-tail) and **Flag H** (white and red) are also needed. The definitions are:-

N flown on its own: All races that have started are *abandoned*. Return to the starting area. The warning signal will be made 1 minute after removal unless at that time the race is *abandoned* again or *postponed*.

N over H: All races are *abandoned*. Further signals ashore.

N over A: All races are *abandoned*. No more racing today.

Three sound signals are made in each case.

Amendment to course/instructions

Used only rarely, and probably unfamiliar to most competitors, **Flag L** (yellow and black quarters) is flown to indicate that a notice to competitors has been posted.

Two sound signals are made to draw attention to the flag.

Classes and Handicaps

Big Catamarans are catamarans with a Portsmouth Yardstick of 790 or faster.

Small Catamarans are catamarans with a Portsmouth Yardstick of 791 or slower (the break point is the yardstick of the Dart 18, which is a small cat). Note that small cats race boat for boat as nearly all of them are Dart 18s.

Asymmetric Skiffs are fast boats with asymmetric spinnakers. They are usually lightweight skiffs with trapeze(s), wings or racks. The sailing committee reserves the right to determine what is a skiff. Currently B14, Musto, RS800, 29er, 29erXX, 49er, 59er, International 14, RS 400, ISO, Boss, Laser 5000, Cherub and Spice qualify for this category.

General Handicap is for any dinghy not classified as an asymmetric skiff, whether or not it has a spinnaker or sitting out aids, which has a yardstick of 1179 or faster. Dart 15 catamarans race in this fleet.

Slow Handicap is for any dinghy with a yardstick of 1180 or slower.

Merlin Rockets race boat for boat without handicaps.

Tasars race boat for boat without handicaps.

Lasers with any rig race boat for boat. The results of Laser radial sailors who have previously declared they will use only a radial (or 4.7) rig will be extracted from the Laser results and will be shown separately. Laser radial sailors *must* declare to the Sailing Secretary (and on the signing on sheets) for each series. Changing rigs to a larger rig in mid-series is not allowed. Standard rig sailors may change down to a radial rig during a series but they will receive a standard rig result.

Portsmouth Yardsticks

A list showing the Portsmouth Yardsticks of all boats sailed at Whitstable is displayed in the race hut, on the notice board in the Sea Room and on page 15 of this guide. Some yardsticks have been modified for the conditions at Whitstable and may therefore differ from those shown in RYA publications.

And finally...

- Turn off the radio and the compressor.
- Empty all rubbish receptacles. Return mugs and glasses to the galley.
- Lock up the race hut and put the key back in the race officer's cupboard.
- Ensure that the external door of the regatta office is closed securely.

Thank you!

Useful Contact Numbers

Class Captains

<i>ASYMMETRIC SKIFFS</i>	Rick Perkins 01227 861049
<i>MERLIN ROCKETS</i>	John Cooper 01795 534129
<i>TASARS</i>	Jon Bloice 01227 780932
<i>GENERAL HANDICAP</i>	Andrew Folkard 01227 464919
<i>LASERS</i>	Tom Baily 01227 276150
<i>LASER RADIALS</i>	Sarah Perkins 01227 860022
<i>BIG CATS</i>	Huw Reynolds 01227 762996
<i>SMALL CATS</i>	Robert Govier 07733 260879
<i>BOARDS</i>	Justin Carpenter 07733 312780
<i>SLOW HANDICAP</i>	Dan Harnett 07876 565701
<i>CRUISERS</i>	John Pollitt 01227 710102
<i>CADETS</i>	Alicia Clifford and Siobhan Lamb

HON BOSUN/RESCUE TEAM Ian Embry 01227 832025

COMMODORE Jason Wild 01227 282800 / 07796 306748

VICE COMMODORE Wendy Fitzpatrick 01227 262729

HARBOUR MASTER Mike Weir 01227 274086





Handicaps 2009

Note: * = adjusted for local conditions; sp = with spinnaker;
n/s = no spinnaker; s/h = singlehanded; cr = crewed; g/r = gunter rig

class	PY	fleet
29er	924	Asy
405	1089	Asy
420	1087	GH
470	973	GH
49er	747	Asy
59er	905	Asy
505	902	GH
Albacore	1066	GH
B14	880	Asy
Blaze	1047	GH
Bosun	1198	SH
British Moth	1173	GH
Buzz	1005	Asy
Byte	1162	GH
Byte CII	1139	GH
Cadet	1432	SH
Cherub	930	Asy
Comet	1173	GH
Comet Duo	1175	GH
Comet Versa	1165	GH
Comet Trio	1086	GH
Contender	993	GH
Dolphin	1099	GH
Enterprise	1116	GH
Europe	1139	GH
Finn	1066	GH
Fireball	982	GH
Firefly	1162	GH
GP 14	1127	GH
Graduate	1167	GH
Heron	1350	SH
Hornet	973	GH
Int. 14	850	Asy
Int. Canoe (n/s)	905	GH
Int.I Canoe (sp)	873	Asy
Int. Moth	980	GH
ISO	926	Asy
Javelin	926	GH
Kestrel	1038	GH
Lark	1073	GH
Laser	1078	
Laser 2000	1089	GH
Laser 3000	1032	GH
Laser 4.7	1175	GH
Laser 4000	908	Asy
Laser 5000	846	Asy
Laser EPS	1013	GH
Laser II	846	GH
Laser Radial	1101	
Laser Vortex (n/s)	960	GH
Laser Vortex (sp)	937	Asy
Lightning 368	1150	GH
Merlin Rocket	*1000	
Miracle	1178	GH
Mirror (g/r)	1386	SH
Moth	980	GH
Moth (foiling)	640	GH

Musto Skiff	875	Asy
National 12	1093	GH
National 18	957	GH
OK	1110	GH
Optimist	1646	SH
Osprey	940	GH
Otter	*1275	SH
Phantom	1043	GH
Pico (cr)	1260	SH
Pico Race	1258	SH
Pico (s/h)	1035	SH
RS 200	1059	GH
RS 300	1000	GH
RS 400	952	GH
Rs 600	920	GH
RS 700	856	Asy
RS 800	822	Asy
RS Feva	1189	SH
RS Feva XI	1200	SH
RS Varea	1038	Asy
RS Vision	1079	GH
Scorpion	1056	GH
Seafly	1087	GH
Solo	1155	GH
Splash	1184	GH
Stratos	1084	GH
Streaker	1162	GH
Supernova	1062	GH
Tasar	1023	
Topaz Omega	1075	GH
Topaz Uno	1212	SH
Topaz Uno Race	1207	SH
Topper	1290	SH
Wanderer	1132	GH
Wayfarer	1099	GH
Xenon	*1045	GH
Catamarans		
<i>Capricorn, Hobie Tiger, Hurricane 5.9*, Hurricane SX* and Tornado Classic (2-sail) all race off 689, the F18 handicap.</i>		
A Class	668	F
Challenger	1185	S
Dart 15	916	GH
Dart 15 Sprint	832	GH
Dart 15 Sprint (una)	900	GH
Dart 16	872	S
Dart 18	798	S
F18	689	F
Hobie 16	798	S
Hobie 18 Pacific	798	S
Shadow	729	F
Spitfire	706	F
Tornado (sp)	641	F
Twixie	900	GH

Sail Insignia:

 ALBACORE	18FT SKIFF	 ISO
 BLAZE	 EUROPE	 INT'L CANOE
 BOSUN	 FINN	 INT'L FOURTEEN
 BRIT MOTH	 FIREFLY	 INT'L MOTH
 B14	 FIREBALL	 JAVELIN
 BOSS	 FLEETWIND	 KESTREL
 BUZZ	 FLYING D'MAN	LARK LARK
 BYTE	405	 LEADER
 CADET	 420	 LIGHTING 368
 CHERUB	 470	 LASER
 COMET	 49er	 LASER RADIAL
 COMET DUO	 505	 LASER 4.7
 COMET TRIO	 GP FOURTEEN	 LASER 2
 CONTENDER	 GRADUATE	 LASER 2000
CONCEPT 302	 GULL	 LASER 3000
 CRUZ CLASIC	 HERON	 LASER 4000
 ENTERPRISE	 HORNET	 LASER 5000

Pico LASER PICO

LASER 13

 LASER 16

 MARAUDER

 MERLIN ROCKET

 MIRACLE

 MIRROR

18 NATIONAL 18

N NAT'L TWELVE

 OK

 OSPREY

 OPTIMIST

 PHANTOM

 PACER

RS200 RS 200

RS300 RS 300

RS400 RS 400

RS600 RS 600

 SCORPION

ST SIGNET

 SNIPE

 SOLO

 STREAKER

 SEAFLY

SPLASH


SUPERNOVA

SPIICE SPICE

sport 14 SPORT 14

sport 16 SPORT 16

 TASAR

 TOPPER

topaz TOPAZ

topaz TOPAZ II

Toy TOY

 WANDERER

W WAYFARER

 WINEGLAS

DB YW DAYBOAT

eps LASER EPS

29er 29er

15 SWORDFISH

PEGASUS

T
W TIDEWAY

12 12sq M SHARPIE

MX RAY

Committee Boat

You should ensure that you leave the shore, with the course defined and written on the board, with the equipment you need on board and the safety crews briefed, at least one hour before the scheduled first start. It takes at least this long to be ferried out to the committee boat, move it to the location chosen for the starting line, have the course laid by the safety boat crews, prepare for the start and begin the starting sequence.

Ask the safety crew to turn on the committee boat fixed radio (call sign 'Whitstable Committee Boat').

An extra pair of hands is always useful for committee boat starts. A strong man to take charge of the anchor is particularly welcome.

The flags which will be needed on the committee boat are:

- Orange rectangle (*flown from the masthead to indicate one end of the line*)
- P (*preparatory signal*)
- Laser, A, G, E, C (*class warning flags*)
- S (*shorten course*)
- X on a pole (*individual recall*)
- 1st Substitute on a pole (*general recall*)
- AP (*postponement*)
- H, N, X, A (*abandonment in various forms*)

These *should* already be on board the committee boat. Ask the rescue fleet to check that this is the case before you leave the shore. If necessary, take the required flags from the race hut AND REMEMBER TO BRING THEM BACK AFTERWARDS.

On arrival at the committee boat check that the hooter is working. The compressed air cylinder is behind the door to the heads. The valve at the top of the cylinder needs to be turned on. The cord operating the hooter is above this door.

COURSES AND COURSE DIAGRAM

A mixture of course types can be set for different classes, provided a simple protocol is observed: all boats pass through the starting line on the windward leg, but outside the starting line on the downwind legs. Thus, conventional dinghies could race triangle, sausage, triangle while asymmetrics and cats race upwind/downwind courses.

Examples of courses for conventional dinghies, and small cats are:

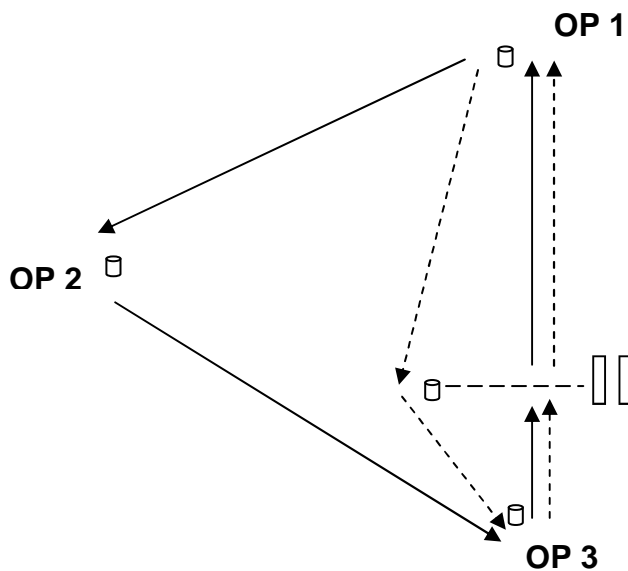
OP1 (p)	OP2 (p)	OP3 (p)	start	OP1 (p)	OP3 (p)	start
---------	---------	---------	-------	---------	---------	-------

etc etc

Examples of courses for asymmetric dinghies and big cats are:

OP1 (p)	OP3 (p)	start	OP1 (p)	OP3 (p)
---------	---------	-------	---------	---------

etc etc



Sailing Instructions for WYC club races

(not to be used for open meetings or championships)

1. RULES

- 1.1. The racing shall be governed by *The Racing Rules of Sailing* (RRS) 2009 - 2012, the prescriptions of the Royal Yachting Association (RYA), the appropriate class rules, Canterbury City Council Water Safety Rules and these Sailing Instructions. In the event of conflict these Sailing Instructions shall prevail.

2. ENTRIES

- 2.1. **Eligibility and entry:** Members of Whitstable Yacht Club may take part in club races and series of races organised by the club. Visitors who are members of an RYA recognised sailing club and are signed in to the WYC visitors book may take part but will not be scored in club series. Entrants shall complete the Declaration (signing on) sheet at the WYC course board on the veranda railing before going afloat to race and are requested to sign in after coming ashore.
- 2.2. **Entry fees:** There are no fees for racing in club series. Entry fees will be charged for the RNLI pursuit race, all open meetings and Whitstable Week.
- 2.3. **Insurance cover: WYC Club Rules state: All craft under the aegis of the club must bear and maintain third party insurance to the minimum of £2,000,000.00**

3. SAFETY

- 3.1. **Personal responsibility:** Neither the provision of support boats and crews nor the decision of a Race Officer to start or continue a race shall absolve a boat of the personal responsibilities defined in RRS Fundamental Rules 1 and 4.
- 3.2. **Personal buoyancy:** Personal Floatation Devices (PFD) must be worn by competitors at all times afloat. Wet suits and dry suits are not personal buoyancy and will not satisfy this instruction.
- 3.3. **Shipping:** Boats shall keep well clear of shipping at all times, wherever it may be.

4. NOTICES TO COMPETITORS

- 4.1. Notices to competitors will be posted on the Sailing Notice Board in the Sea Room at least one hour before the start of the first race affected and remain there as long as they are in effect.
- 4.2. Temporary notices relating to one day will be posted on the Course Board on the veranda railings at least thirty minutes before the first Class Warning Signal of the day.

5. CHANGES IN SAILING INSTRUCTIONS

- 5.1. Permanent changes to the Sailing Instructions will be posted on the Sailing Notice Board at least one hour before the start of the first race affected and remain there as long as they are in effect.
- 5.2. Temporary changes to the Sailing Instructions relating to one day will be posted on the Course Board on the veranda railings at least thirty minutes before the first Class Warning Signal of the day.

6. SIGNALS MADE ASHORE

- 6.1. Signals made ashore will be displayed at the clubhouse mast.

7. SCHEDULE OF RACES

- 7.1. **Series racing:** The schedule of races is shown in the Whitstable Yacht Club Sailing Programme, which is issued to all members before the start of the season, and is shown on the club website at www.wyc.org.uk. Extra programme booklets are available from the club office or bar.
- 7.2. **Special events:** The schedule of races in special events will be displayed on the Sailing Notice Board and the club website.

8. CLASS FLAGS

- 8.1. The warning signal / Class flags or lights will be:

8.1.3. Laser/Laser Radial	Flag LASER
8.1.1. Asymmetric Skiff	Flag A
8.1.2. General Handicap AND Merlin/Tasar	Flags G over O
8.1.4. Slow Handicap	Flag E
8.1.5. Big Cat AND Dart 18s (See 13.6.1)	Flag C

- 8.2. When the lighting system is in use the sequence will be displayed on the course board.

9. GENERAL RECALLS

- 9.1. In the event of a General Recall the recalled classes will be restarted 3 minutes after the last scheduled class start.
- 9.2. When 2 classes start at the same time (see 13.6.1) BOTH classes shall be recalled by one signal.
- 9.3. If there are multiple recalls the recalled classes will be restarted in the sequence of their scheduled starts.
- 9.4. A recalled Class Preparatory signal will be displayed 3 minutes before the class restart.
- 9.5. Recalled restarts will not be given Class Warning signals.

10. RACING AREA

10.1. The racing area is in the Thames Estuary to the northwest of Whitstable Yacht Club.

11. THE COURSE

11.1. **Course diagram:** The course diagram will be displayed on the Course Board on the veranda railings no later than thirty minutes before the first class warning signal. The order of mark rounding will also be written out in full. Classes may be given different distance marks for their start, for rounding at end of laps and finish of race. (Also see 13.6.1 and 14.1 below)

11.2 Changing the course

11.2.1. After the start, should the course be changed, a new mark (a yellow or black inflatable ball) will be used. Any change of course will be signalled before the leading boat has begun the leg to the new mark, although the new mark may not then be in position. The new mark will be in position before the leading boat is adversely affected. The original mark will be lifted as soon as is practicable.

11.2.2. To signal a change of course, a Race Committee vessel near the mark preceding the new mark will display a red or green flag to indicate whether the new compass bearing is to port or starboard respectively of its previous bearing, and will make repetitive sound signals. Any mark to be rounded after the new mark may be re-located, without additional signals, in order to maintain the original course configuration.

12. **MARKS:** The marks of the course will be described on the Course Board on the veranda railings.

13. THE START

13.1. **Starting intervals:** Class races will be started at three minute intervals.

13.2. **Class Warning signals** (*Class flag(s)*) will be displayed with one sound 6 minutes before Class starts.

13.3. **Class Preparatory signals** (*Flag P*) will be displayed with one sound 3 minutes before Class starts.

13.4. **The normal class starting sequence** will be as shown in 8.1 above, with the first class starting at the time shown in the programme.

13.5. **Notwithstanding 13.4 above** the class starting times and sequence may be varied by instructions on the course board, excepting that no start shall be before the published time of the scheduled first start.

13.6. Starting line

13.6.1. **Club starting line:** The starting line will be a line projected seawards from the clubhouse mast through the inner transit pole or mark (IDM) and limited to seaward by the Outer Distance Mark (ODM). There will also be an Extended Outer Distance Mark (EDM). The ODM and EDM are not necessarily on the transit line. For single class starts, boats shall start between the IDM and the ODM. When two classes start at the same time, as with Big Catamarans and Dart 18s and with General Handicap Dinghies and Merlins/Tasars, Dart 18s and General Handicap boats shall start between the IDM and the ODM and the Big Catamarans and Merlins/Tasars shall start between the ODM and the EDM. The line definition may be varied by temporary instructions (see 4 above)

13.6.2. **Committee boat starting line:** The starting line will be between a mast displaying an orange flag on the committee boat at the starboard end and a port-end starting mark **OR** between a mast displaying an orange flag on the committee boat at the port end and a starboard-end mark. The starting mark will be described in temporary instructions (see 4 above). Classes scheduled to start together on a committee boat start line will all use the one defined start line

13.7. **Keeping clear:** Boats whose preparatory signal has not been made shall keep clear of the starting area and shall keep clear of boats whose preparatory signal has been made.

13.8. **Starting Time limitation:** A boat shall not start later than 4 minutes after her class starting signal.

14. THE FINISH

14.1. **Club finishing line:** The finishing line will be the same definition as the start line for the class concerned **but courses may be defined which finish across the line in the opposite direction to the start.** .

14.2. **Committee boat finishing line:** The finishing line will be between a mast displaying an orange flag on a race committee boat and the nearby mark.

15. TIME LIMIT

15.1. The time limit for all club races will be two hours from the last class start. Boats failing to finish within the time limit will be scored as 'Did Not Finish'. This changes Rule 35. In order to encourage inexperienced sailors to race and achieve a result, the Race Officer may award such competitors their positions when they last rounded an observed mark, rather than scoring them DNF under this rule.

15.2. At the discretion of the Race Officer, when a race has to be stopped due to lack of wind, positions and times taken on an earlier lap may be used.

16. PROTESTS

16.1. **Lodging of protests:** Protests and claims for redress shall be written on RYA Protest Forms available from the Race Hut, and shall be delivered there within 45 minutes of the time of the last boat finishing the last race of the day.

16.2. **Protest hearings:** Protest hearings will be arranged by a member of the Sailing Committee and protests will be heard in the order of receipt as soon as possible. The hearings may be held at a later date.

16.3. **Reopening a hearing:** Rule 66 is changed by adding 'A party to the hearing may ask for a reopening no later than one hour after being informed of the decision made.'

16.4. **The Exoneration Penalty** and the Advisory Hearing procedure of the RYA Rules Disputes Procedures will be available as follows:

16.4.1. A boat that may have broken a rule of Part 2, or rule 31.1 or 42, may, after finishing the race concerned and before the start of a related protest hearing, notify the race committee that she accepts a 20% scoring penalty as stated in rule 44.3(c), (except that the minimum penalty is two places if that does not result in a score worse than DNF). This penalty does not reverse an OCS score, a disqualification under rule 30.3 or a penalty under Appendix P. It is not available for a breach of rule 2 or of class rules or for gross misconduct under rule 69. Nor is it available to a boat that caused injury or serious damage, or gained a significant advantage by her breach: in these circumstances, her penalty is to retire.

16.4.2. When an Exoneration Penalty is accepted,

(a) neither the boat nor a protest committee may then revoke or remove the penalty.

(b) the boat shall not be penalized further in a protest hearing when the protest committee decides that it was appropriate to the facts found and the applicable rules.

16.5. **Advisory Hearing:** When there is an incident that will not result in the lodging of a protest or a request for redress, a boat may, within the protest time limit, lodge a request for an advisory hearing with the race office, and notify any other boat involved in the incident. An advisor will then call a hearing to learn what may have happened and will state whether any rule appears to have been broken, and by which boat. A boat may as a result notify the race office that she accepts an Exoneration Penalty when it applies to the incident, or choose to retire.

17. SCORING SYSTEM

17.1. The Low Point scoring system, RRS Appendix A4.1, will apply. Scoring for all club races will be in accordance with RRS A9, i.e. a boat that did not start, did not finish, retired after finishing or was disqualified shall be scored points for the finishing place one more than the number of boats entered in that race. Any boat not competing in a race will score the number of entries in the series plus one. The number of races to count for series racing shall be half the number of races sailed plus one, rounded down.

18. COLOURED LIGHTS IN PLACE OF STANDARD ISAF CODE FLAGS

18.1. In the event of the light system being used, the following standard ISAF signals may be made by coloured lights in place of code flags. Sound signals will remain ISAF standard.

18.1.1. **Individual recall** - class/start coloured light flashing rapidly

18.1.2. **General recall** - class/start coloured light flashing very slowly

18.1.3. **Shorten course** - relevant classes' coloured lights fixed ON

18.2. **Any other ISAF standard signal, which may be made using a code flag together with one or more class flags,** may be made using the code flag together with one or more class coloured lights in place of class flags.

19. LOCAL VARIATIONS

19.1. **Canterbury City Council Water Safety Rules:** Attention is drawn to the CCC Byelaws and Rules displayed at the public slipway or available from Canterbury City Council offices by post.

19.2. **Car Parking:** No car shall park on the beach, or in any area designated for use by the RNLI.

19.3. **Lifeboat obstruction:** No boat, trailer or any other obstruction shall be placed so as to impede the route from the RNLI Lifeboat Station to the water at any time.

JAC – 12/12/08

**Please do not remove
this guide from the race box
or committee boat**

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