

RACE CONTROL --

Apart from general duties, the Officer of the Day is the Race Manager

He should be familiar with The Club's Sailing Instructions with local Club Rules, and the Racing Rules, (in a book on the desk) in order to supervise and control the race fairly and effectively.

Having set and displayed a course they start and control the Race then

Race types

Club Handicap Class

Wayfarer

Mirrors,

Laser

BombayTomtit

Topper

Feva

Day Boats

Cruisers

Flag

Numeral Pennant 3

Flag I

Flag M -

Flag V

Flag B

Flag Z

Flag F

Numeral Pennant 7

Numeral Pennant 6

Race Starting

Warning signal

Preparatory signal (4 mins)

Postponement

Individual Recall

General Recall

Shortened Course

Race Abandoned

Pursuit Race Finish

Safety Boat Recall

Class or Handicap Flag

Flag P (Blue Peter)

Answering Pennant

Class flag half mast

Flag 1st Substitute

Flag S

Flag N

Flag S

Flag Q

NOTE SAFETY CONSIDERATIONS -

Safety is of course paramount. Whilst it is the responsibility of the individual, or parent in case of a junior, to decide whether to sail or not, they will be influenced by the opinion of the OD who is responsible for the safety of competitors. **If, therefore, you wish to run the race in marginal conditions, from weather or support considerations**, eg if the safety Boat is short of crew or not available, **the OD should complete a Risk Assessment** to show you have assessed the situation. Any restrictions, eg no Juniors or reefing, should be made clear to the competitors.

Forms (as form on following page) **are available** in the cabinet with other race sheets.

Postponement If for example the SB is not ready, or a squall is coming through. Hoist the Red and White Answering Pennant and make double HOOT. This can be done up to 1 minute before the start. When ready lower pennant and begin Start procedure 1 minute later

Starting Procedure: - Have flags ready

The ISAF starting procedure is used as follows:-

Warning Signal	5 minutes before start signal	Class Flag up:	1 sound
Prep Signal 1	4 minutes before start signal	Flag 'P' up,	1 sound
Prep Signal 2	1 minute before start signal	Flag 'P' down,	1 sound
Start Signal	At Start	Class flag down,	1 sound

1. **Attach furled Class flags and Blue Peter** to mast ready to break out or hoist. Ensure Autohoot has timer set at zero. The assistant OD should be on the bridge to hoist these
2. **EXACTLY 5 minutes before** scheduled start time, switch on Autohoot (turn switch at the side of red button to the right). 5-minute warning klaxon will sound. **AOD breaks out class flag** at same time. Start when the Bridge Clock is at the exact time. This can then act as a backup to times if the Timer fails.
3. **One minute later** the 4-minute warning klaxon will sound automatically. **Break out Blue Peter flag simultaneously.**
4. **Three minutes later** the 1-minute warning klaxon will sound automatically. **Lower Blue Peter flag simultaneously**
5. **One minute later** the starting klaxon will sound automatically. **Lower class flag simultaneously.** Watch for boats over the line: If there are any leave class flag at half mast – see recall below. **Switch off Klaxon** immediately unless there are further starts following as below
6. **NB: The Autohoot is set up for multiple starts**, at 5-minute intervals. If more than one race, leave the klaxon ON and it will repeat the sequence 4,1, Go until switched off.

Individual Recall:

If one or several identifiable boats hulls (not equipment) are over the line at the start make 1 sound and lower the class flag to half mast. If possible use loud-hailer to call out the numbers but it is the individual's responsibility of the boats concerned to recognise their infringement and to re-cross the Line. This should be done within 4 minutes of the start.

The Class Flag is lowered when all boats have cleared the line.

General Recall:

When many or unidentifiable boats are over the line make 2 sounds and hoist the First Substitute flag (from flag box). All boats must return to re-start. New preparatory signal should be made 1 minute after first substitute flag lowered. Class flag stays up.

Counting Laps or Rounds -Tracking Sheets

When a course is set with a number of rounds or at the end of a pursuit race when laps are continued until the finishing time, it is important to keep track of which lap a boat is on. For this purpose there are Tracking sheets available in the cabinet so that the competitors can be ticked off each time s/he rounds a mark. Please make use of these whenever the fleet is likely to overlap.

Finishing:

This is **when the hull crosses the line**. All boats should be given a klaxon

Record the elapsed finishing time of each boat, reading off from the timer or the second hand of the clock.

Complete Results sheets. All entrants must sign off to say they finished within the rules. Check that all declared competitors have signed in before publishing result. Failure to do so means that the boat has 'not participated' in the race and should be shown as DNF on the race result sheet. Use the following abbreviations -RTD retired or DNF-did not finish. **The OD may use the following DNS** -did not start; OCS -On course side ie over the line; or DSQ -disqualified

Shortening Course:

This is done at the discretion of the OD but for most usual club races a limit of 1.5 hours is reasonable. So shorten if the leading boat is unlikely to finish in this time.

Shortening is indicated by breaking out the 'S' Flag accompanied by two sound signals.

This should be done in good time to avoid advantage to any boat, especially when beating, and when the leading boat is at least 200 yards from the finishing line, (but not before the last mark you wish them to round). Inform the Safety Boat who may relay the message to the leading competitors.

In calm conditions, it may be fairer to shorten course and re-position the finish line close to where the boats are becalmed. - This may be done by radio to the Safety Boat, or by the OD joining the Safety Boat; in either case the Safety Boat will need an "S" flag, a little buoy, a "Foghorn" and paper & pencil for noting the finishing times.

Abandonment of Races:

If a race is abandoned after the preparatory signal the flag 'N' must be broken out.

Abandonment of a race by the OD may be carried out if no boat has finished within 2 hours (unless otherwise specified) of the start, or if after 1 ½ hrs no boat is likely to finish in that time, or if the race conditions are such that the safety of the competitors is at risk.

When the abandon signal is given all competitors should return immediately to the Clubhouse and sign the declaration as SAFE to indicate their return.

Committee boat starts and finishes.

In this case the committee boat should be anchored in an appropriate position to start the race. It should be at the Starboard end of the line (*where boats will approach on Starboard*). An outer mark to denote the line will be notified which may be a temporary buoy, mooring buoy or a conspicuous mark on the shore. The **line which is as near as possible square to the wind**. As explained above this gives an equal distance to a boat whichever end it starts from. The committee boat will show the signal flags and sound the horn, but the course will be displayed on the clubhouse and the Entry Form in the usual way. Unless otherwise notified the finish will always be on the club line. Ensure that the committee boat has flags (or battens), stopwatch and means of recording finishing times.

HANDICAPS & SCORING - see separate file

Lookup 'Handicaps' on laptop and enter elapsed times from the results sheet, Read off and enter corrected times. Enter the silver fleet and junior placings separately if appropriate, note all corrected times are provisional.

Note that in a series race a boat with various rigs should be handicapped at the largest rig they have used to date.

Check that all declared competitors have signed in before publishing the results. Failure to do so means that the boat has 'not participated' in the race and is not shown on the race result sheet.

PROTESTS & PENALTIES - see separate file

Arrange for the proper hearing of any disputes by Advisory Hearing or Arbitration in accordance with sailing instructions and local rules. ODs who may be unfamiliar with Rules Disputes procedures should consult a Flag Officer.

Protest forms are available from the bridge and protesting competitors should complete and hand these in **to the OD within half an hour of finishing the race.**

Note: a competitor who has infringed a rule may take a **20% exoneration penalty.**

BE AWARE of Local Sailing Rules below

PURSUIT RACES: see separate file

These races allow for different classes to start at different times so that they should all reach the finishing line together. Separate start times are calculated assuming a standard

race time; usually 50 minutes. Prior briefing of competitors is required. See separate instructions for detail.

ANNOUNCE RESULTS.

Ring the bell at the Clubroom entrance to summon race competitors, announce results and put results sheet on clip in Clubhouse (and thank SB crews and AOD).

LOCAL SAILING RULES (as Sailing Instructions)

Gold & Silver Fleets: (discontinued)

In order to encourage slower boats some races may be divided into *Gold & Silver* fleets. These will be indicated by the Calendar or the Officer of the Day. The sailing committee will allocate boats to fleets based on performance in the previous year and boats will be moved up or down annually.. The Sailing Secretary's decision will be final.

Marks & Mark Room:

- Withies are not marks of the course.
- Competitors are **not permitted to pass** between the shore of Havergate Island and Dove Point cardinal mark.
- **Mark Room shall be 2 boats lengths** unless stated otherwise by OD (not 3 as ISAF Rukes)

Penalties:for infringing rules

(a) All penalties shall be 1 complete turn, i.e. 360° through a circle

After completing the course to the next leg, or after the race, or after an advisory hearing, **a competitor may accept an exoneration points/place penalty of 20%** of the entries to the race. The OD must be informed. (*not as ISAF rules which state 720° for all except hitting marks*)

Touching Moored Boats:

A boat (including crew and equipment) which, while racing touches any moored **craft shall immediately retire** from the race unless she considers that she was forced on to that craft by another boat, in which case she shall protest against that boat. Any damage must be reported to the OD. A boat is racing from her Preparatory Signal 4 minutes before the start until she has either finished or retired.

This rule shall not apply to touching moored buoys and ropes.

Retractable poles

Boats using such poles shall keep them retracted unless they are being used to fly a sail.

Buoyancy Aids:

It is obligatory that dinghy crews wear buoyancy aids. Dayboat crews are recommended to wear lifejackets especially in strong weather.

Boat Buoyancy:

Owners must ensure that their boats are seaworthy before going afloat. Dinghies must conform to class buoyancy requirements, which should be regularly tested. Bungs and hatches to buoyancy tanks must be checked and secure.

Dayboats without built-in buoyancy should carry appropriate flares or VHF radio.

JUNIOR RACING

Junior Races are open to helmsmen under the age of 17 yrs on 31st August

Young Persons Races are open to helmsmen under the age of 23 yrs on 31st August

Responsibility for allowing Juniors to race lies with their parents or guardians.

Adults in Junior Races : Adults may crew for junior helmsmen but boats raced in this way are not eligible for any trophy awarded on the result of a single race, and are awarded a 2 point penalty when racing in a series.