



# DELL QUAY SAILING CLUB

## SAFETY ON THE WATER POLICY

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VERSION 11 13.11.2018

### 1. Introduction

#### 1.1 Scope

This policy applies to all dinghy sailing activities undertaken by DQSC by members, their guests and visitors and is in addition to the DQSC Health and Safety policy statement.

#### 1.2 Policy on activities on the water

Members, visitors and guests use the facilities and take part in DQSC activities entirely at their own risk. DQSC Ltd accepts no responsibility for the personal loss or damage to any equipment.

#### 1.3 Definitions

**DQSC Activity (DQSC Activities).** Any dinghy sailing activity organized by, or through, the Sailing Committee and advertised on the club calendar. These activities are limited to:

- Club racing
- Open meetings
- RYA certified training
- DQSC Adult/Junior Training but not RYA certified
- Junior racing
- Women on the Water (WOW), Blokes on Boats (BOB)
- Dinghy cruising
- Fun Fridays

#### **Activity Co-Ordinator**

An *Activity Co-Ordinator* is responsible for co-ordinating the activity on behalf of DQSC.

#### **Activity Support**

An appropriate system for ensuring adequate support during a *DQSC Activity*.

The DQSC Dutyman system is programmed to enable volunteering for duties in support of *DQSC Activity* (Patrol/Safety boat helms and crews, Race Officer and Assistant Race Officer) in the DQSC programme for the year. The Sailing Committee is responsible for ensuring adequate support is allocated to each *DQSC Activity*.

#### **Safety Boat**

Safety Boats: manned and equipped in accordance with RYA guidelines, are deployed under the guidance of the Training Centre Principal or Senior Instructor, for DQSC RYA Training Centre sponsored training events.

#### **Patrol Boat**

Patrol Boats: are equipped in accordance with the DQSC Safety and Patrol boat policy and are manned by helms with RYA Safety Boat qualifications, DQSC Patrol boats are deployed for all *DQSC Activities*.

#### **Vessels Helm**

*Vessels Helm* is the member of the boats crew who is in charge of its operation and is responsible for its crew. For the purposes of this document, the person in charge may not be on the helm at all times, but remains in charge of the vessels operation.



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The extent of support is outlined within the individual water activities as described below and in the Safety Boat and Patrol Boat Policy

### 2. Responsibilities for Safety on the Water

#### 2.1 Responsibilities of the individual

For all waterborne activity, it is the responsibility of the *Vessels Helm* to ascertain that the prevailing conditions are suitable and that they and their crew are sufficiently qualified, experienced and appropriately dressed (clothing, personal buoyancy adequate for the conditions and type of activity). The responsibility for going afloat remains with the *Vessels Helm*, or their parent / guardian, if the person in charge is a junior under 18 years old who is not, as a minimum, qualified as RYA Assistant Instructor.

By taking part in a *DQSC Activity*, sailors agree and acknowledge that:

- They are aware of the inherent element of risk involved in the sport and accept responsibility for the exposure of themselves, their crew and the boat to such inherent risk whilst taking part in the event;
- They are responsible for the safety of themselves, their crew, the boat and their other property whether afloat or ashore;
- Their boat is in good order, equipped to partake in the *DQSC Activity* and they are fit to participate;
- The provision of *Patrol Boat* cover is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances.

It is the *Vessels Helm* responsibility:

- To ensure the seaworthiness of their craft for the prevailing conditions.
- To decide whether to go afloat or to remain afloat.
- During a *DQSC Activity* to make every reasonable attempt to communicate with the *Activity Co-ordinator* any intention to leave the area of the *DQSC Activity*.
- When racing, to comply with DQSC Notice of Race and Sailing Instructions.

#### 2.2 Responsibilities of the *Activity Co-ordinator*

The role of the *Activity Co-ordinator* is to plan the *DQSC Activities* as advertised in the club calendar. They are responsible for:

- Managing the *DQSC Activity* and *Activity Support* in accordance with this policy.
- To plan and communicate the *DQSC Activity* to the participants and Duty Officer

The *Activity Co-ordinator* may not be an experienced sailor, or RYA qualified instructor for the following *DQSC Activities*:

- Club racing
- Open Meetings
- WOW, BOB
- Dinghy cruising
- Fun Fridays
- Junior racing
- Junior race practice



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For RYA certified training, the *Activity Co-ordinator* will be responsible as defined by the RYA training centre.

### 2.3 Responsibilities of the Sailing Committee

- The Sailing Committee or their delegated representatives are responsible for the organisation of each *DQSC Activity* so that it is controlled by the *Activity Co-ordinators* in accordance with the DQSC Safety on the Water policy.
- The procurement of all elements of the *Activity Support Infrastructure*
- The utilisation of appropriate elements of *Activity Support Infrastructure* for each *DQSC Activity* as required.
- Managing the programme of training Activities provided by the club for:-
  - Race Officer
  - Patrol Boat / Safety Boat Helms
  - First Aid

### 3. Provision of Activity Support

The Club sailing programme, entry forms, notice of race / event and/or sailing instructions will define the *DQSC Activity*.

Dell Quay Sailing Club provides Safety Boat cover and Instructors, according to RYA Training Centre guidelines for the following *DQSC Activities*:

- RYA Training courses
- Junior Week
- Other times when specifically notified

For all other *DQSC Activities* a *Patrol Boat(s)* will be on the water as required for each activity below.

A *Patrol Boats* role during *DQSC Activities* is to primarily provide on water safety assistance to the *DQSC Activity* participants they are nominated to support. They may also be involved in secondary activities which may include mark laying, recording timings and information, ferrying participants and other activities as required by the *Activity Co-Ordinator*.

### 3.1 Club and Open Racing

The vessels helm responsibility will be in accordance with paragraph 2.1 and will be signed for as the RISK STATEMENT on the entry form for open meetings, OR for club racing- the signing on sheet at the start of each day and signing off at the end of the days racing. The decision to race and continue racing is entirely the responsibility of the vessels crew member in charge.

The Race Officer has the final say on whether to cancel racing in collaboration with the Duty Officer and vessels helm (Competitors). The DQSC decision to race does not overrule the vessels helm (Competitors) individual decision as defined in the sailor's responsibility above.

*Patrol Boats* are allocated to *DQSC Activities* by the Sailing Committee to enable members to sign up to duties. It is the responsibility of the Race Officer to ensure that sufficient *Patrol Boats* are deployed as required for the number of entrants depending upon the weather conditions at the start, water temperature and area of the course.

The provision of *Patrol Boats* is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances.



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### 3.2 RYA Certified courses

DQSC is a Recognised RYA Training Centre (RTC) and runs RYA training courses throughout the Year. There is an annual RYA inspection to assure that our Training Centre complies with the RYA standards of Training.

There will be a DQSC Registration form for each RYA course.

The RYA Course Co-Ordinator will be the Principal or Chief Instructor and the Instructor ratios will be in accordance with RYA Requirements.

The provision of *Safety Boats* will meet the RYA requirements.

### 3.3 DQSC Adult/Junior Training but not RYA certified

DQSC also offers training which does not lead to RYA certification but will still meet the RYA Training Centre standards in all respects as outlined above for RYA Certified Courses

### 3.4 Junior Racing (see Club and Open racing above)

DQSC Junior Racing will be conducted strictly in accordance with paragraphs 2.1 and 3.1 above and the responsibility for going afloat remains with the helm of the boat, or their parent/guardian, if the sailor is a junior under 18 who is not an Assistant Instructor (AI).

If the vessels crew is under 14 the Parent or Guardian MUST take full responsibility for the entrant to go afloat and remain at the DQSC site for the duration of such *DQSC Activity*.

A *Patrol Boat* will patrol any separate junior start.

#### 3.4.1 Junior Racing practice

DQSC may undertake Junior Racing Practice and this will be in accordance with paragraphs 2.1 with an *Activity Co-Ordinator* and may have volunteers who are not RYA Instructors. *Patrol Boats* will be used. A signing on sheet is to be completed by each entrant before the start of each event and otherwise Racing Practice will be as described in 3.1 above.

### 3.5 Women on Water (WOW) and Blokes on Boats (BOBs)

The *Vessels Helm* responsibility is set out in paragraph 2.1 as above

*Vessels Helm* wishing to participate should sign a signing in sheet and declaration at the beginning of the season or at the participant's first session in accordance with paragraph 2.1 above.

At each *DQSC Activity* session the participants must write their name and boat name on the white board provided in the clubhouse. At the published finish time of the *DQSC Activity*, *Activity Support* will end.

**WOW and BOBs** are about social and confidence-building sailing, either in your own boat or in a club boat you have booked or as a crew. WOW and BOBs are not designed as a training Activity, unless an instructor has been booked specifically for a session; *Vessel Helms* need to be proficient to RYA Dinghy Level 2 or equivalent. If a structured learning session is planned then the *Activity Co-ordinator* will ensure that it becomes a RTC event and it will follow the RTC operating guidelines

### 3.6 Dinghy Cruises

DQSC dinghy cruises are informal but there will be an *Activity Co-Ordinator*

DQSC dinghy cruising is open to all club members.



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- The vessels helm responsibility is set out in paragraph 2.1 as above
- Use the online dinghy cruising, or Activity registration form to sign up.
- For all cruises your boat should be equipped sufficiently for the extent of the cruise.
- There may be *Activity Support*, but as the fleet can be spread out and potentially launched at different times there will only be an accompanying rib or dory that will patrol for dinghies, as weather conditions permit.

As with other sailing activities, the decision to go afloat is the *Vessels Helm* and they remain responsible for their crew.

Please refer to “responsibilities for going afloat” in the Yearbook and on the website.

### **3.7 Fun Friday**

This is an opportunity to join other members of the club, in an informal setting for social sailing – sailing in company.

The provision of *Patrol Boats* is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances. The *Patrol Boat* will only be on the water between the start and finish times as published on the white board in the club along with the sailing area to be covered.

The responsibility for going afloat remains with the vessels crew of the boat, or their parent/guardian, if the helm is a junior under 18 as outlined in 2.1 above.

At the beginning of each activity session the participants must write their name and boat name on the white board provided in the clubhouse.

Start and finish times and the sailing area covered by the *DQSC Activity* will be clearly published on the board in the clubhouse. Provision of *Patrol Boats* will not be available after the published finish time. At the published finish time of the *DQSC Activity*, All *Activity Support* will end.

### **4.0 Safety on the Water Policy - Insurance**

Members, visitors and guests shall have appropriate Boat insurance which offers a minimum third party cover of £2m.