

LITTLETON SAILING CLUB

STANDING SAILING INSTRUCTIONS (SSIs)

Version 1.2
Revised: February 2008

1. INSTRUCTIONS BINDING

These Instructions apply to all members of the clubs and organisations, and their guests, who use the waters of Littleton Lake, unless modified by Special Instructions posted on the Club Notice Board at any time. In exceptional circumstances they may be modified orally by the Officer of the Day. The Instructions apply to all boats and sailboards and for the purpose of this document only, the term "boats" shall mean "boats and sailboards".

2. DEFINITIONS

All definitions as per the ISAF rules unless specifically amended within these Standing Sailing Instructions. Members of visiting sailing clubs will be regarded as temporary users during their visit.

3. SAILING OUTSIDE OPENING TIMES

Members who wish to sail at the Club when there is no advertised sailing/racing programme (i.e. no safety boat is operating) may do so entirely at their own risk provided they arrange for a responsible person to be available on site, with access to a craft on the water, who can provide assistance should the Member get into difficulties.

4. DISCRETION TO PROHIBIT SAILING

It is within the discretion of the Officer of the Day to prohibit/cancel sailing, or recall boats on the water. Code Flag "N" will be flown for general prohibition or Code Flag "AP" for temporary postponement. The General Purpose Committee can, if deemed necessary, change the times and/or days when the lake may be used.

5. RULES OF NAVIGATION ON LAKE

The following special rules of navigation shall apply to all persons who are subject to these SSIs and are using boats on the Lake:

- (a) If reasonably possible, a boat not racing shall not interfere with a boat that is racing;
- (b) subject to 5 (c), rights of way for all boats not racing shall, nevertheless, be governed by the current ISAF rules and the published RYA prescriptions;
- (c) all boats, whether racing or not, shall give way to a safety boat (or any other boat providing assistance) which is:
 - i) recovering persons from the water;
 - ii) aiding a boat in difficulty;
 - iii) towing a boat; or
 - iv) placing marks under the direction of the Officer of the Day.

6. SPECIAL WARNINGS AND RESTRICTIONS

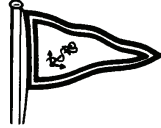
The following special warnings and restrictions are in force at the Lake:

PROHIBITED AREA FOR SAILING BOATS:

- (a) **HIGH TENSION ELECTRICITY CABLES CROSS LOW OVER THE SOUTHWEST BAY OF THE LAKE. BOATS MUST NOT PASS BEYOND THE GUARD CABLE INSTALLED ACROSS THE BAY;**
- (b) boats must not enter the diving area in the North West lagoon of the lake;
- (c) no sailing boats may moor at the jetty in front of the Race Control Box;
- (d) any instructions concerning other prohibited areas for sailing that may be displayed on the Club Notice Boards must be strictly obeyed.

OVERSIZE DINGHIES AND MULTIHULLS:

No multihulls or boats exceeding 16'6" (5.05 m) overall length may sail at Littleton, unless authorised specifically in writing by the General Purpose Committee. An exception has been granted in respect of the multihulls used by Littleton PhabSail.



PROHIBITED AREAS ASHORE:

- (a) neither boats, trailers, nor launching trolleys are to be left at any time so that they obstruct any slipways, pathways or access roads.
- (b) **MASTS MUST BE LOWERED BEFORE BOATS ARE TAKEN BENEATH THE HIGH TENSION ELECTRICITY CABLES PASSING OVER THE CAR PARKS. THIS IS A VITAL SAFETY PRECAUTION (SEE ALSO INSTRUCTION) 6 (a) ABOVE);**

7. BAN ON POWER BOATS

The use of power driven boats, other than safety boats or work boats, is forbidden unless authorised specifically in writing by the General Purpose Committee.

8. PERSONAL BUOYANCY

All persons sailing at the Lake, or manning any other boat on the water, must wear adequate personal buoyancy. Wet suits are not considered to be a substitute for personal buoyancy. The Officer of the Day may prohibit any person from sailing who does not properly wear personal buoyancy and may disqualify them from any race.

PROTECTIVE CLOTHING: COLD WATER CAN KILL. THE WEARING OF DRY SUITS OR WET SUITS IN THE WINTER IS STRONGLY RECOMMENDED.

9. BUOYANCY OF BOATS AND BUOYANCY TESTS

All boats must have their designed buoyancy maintained in satisfactory working order and satisfy class association or national authority buoyancy regulations. The Officer of the Day has the authority to prohibit the use of a boat with defective buoyancy.

10. THIRD PARTY INSURANCE COMPULSORY

All boats using the Lake must be insured against third party risks to a minimum of £2,000,000. All persons wishing to race or sail at the Lake, whether as Members or Licensees, or with their consent, shall first complete and file with the General Secretary of the Club, or other designated officer, a declaration in the following form. This will be issued with membership renewal documentation on an annual basis.

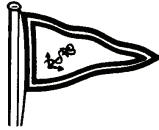
“I DECLARE that I hold a valid and current certificate of insurance which covers me against third-party risks to a minimum of £2,000,000, while racing and/or sailing and that I will continue to do so while engaged in racing and/or sailing at Littleton Sailing Club.”

(Signed)..... Date..... 20.....

11. INSTRUCTIONS FOR CLUB RACING

These Instructions apply to boats which are racing, or intending to race:

- (a) except as modified by these Instructions (NOTE, in particular, Instruction 6), or by separate published instructions, or orally at a briefing, racing will be in accordance with the current ISAF rules, the published RYA prescriptions (as published in its appropriate current publications) and the rules of each Class concerned.
- (b) boats must have valid measurement certificates. These must be available should there be a dispute.
- (c) for pursuit races, Flag signals will not be displayed for starts other than for the first class to start, sound signals alone being used for the remainder.
- (d) the programme of races and start times will be as advertised on the Club Notice Board except that these may be amended at the discretion of the Officer of the Day if it is judged that special circumstances make the advertised programme impracticable. Entries for programmed races shall be made on the Race Sheet at least five minutes before the warning signal (see 14 below).
- (e) at least three boats must rank as starters (i.e. must have signed on and be in the vicinity of the start line during the start sequence) for a class race to be held. When there are less than three boats entered for a Class race, the entrants may instead be accepted as starters in a subsequent handicap race. If there are fewer than three boats in the handicap race then no race will be held. No points will be awarded for cancelled races, or for races with insufficient entries.



CLASS FLAGS USED

(f) the following Class Flags will be used as the warning flag for racing (see 14 below):

Handicap	Flag	"Z"
Solo	Flag	"Numeral 1"
RS 200	Flag	"Naval Numeral 2"
Comet	Flag	"White flag with Comet logo"
Improvers	Flag	"E"
Optimist	Flag	"O"
Topper	Flag	"T"

If any other class flag is required this will be selected at the Officer of the Day's discretion.

12. COURSES

The course for each race and the number of laps to be sailed will be that either displayed on the side of the Committee boat or that displayed in front of the Race Control Box at the time of the relevant warning signal. Marks indicated on a green background are to be left to starboard and those indicated on a red background are to be left to port. The course board in black and white chequer design indicates that the inner and outer distance marks (described as the "gate" on maps of the Lake) form part of the course and that boats must pass between these marks on every lap. If the pictorial course board is used then the course displayed on the Committee boat and/or Race Control Box will take precedence. If there is any conflict between the course shown on the Committee boat and that shown in front of the Race Control Box, then that shown on the Committee boat is the one to be sailed.

13. METHODS USED FOR STARTING

Starts may be made in either of the following ways, as determined by the Officer of the Day:

- by using the line formed by the transit between the two poles on the Race Control Box, with boats passing between the inner and outer distance marks or
- by using a line between the flag pole of the Committee boat and an outer distance mark or mark on the course. Flag L may be flown on the Committee Boat and/or the Race Control Box to signify a lake start.

14. TIMING OF STARTS AND SIGNALS USED

Class races will be started at five-minute intervals. The warning flag for the first Class to start will be broken out five minutes before the scheduled starting time. The preparatory flag ("P") will be broken out four minutes before the scheduled starting time and lowered one minute before the starting time. At the starting time the warning flag will be lowered and the Class warning flag for the next Class to start will be broken out. The sequence of flags will continue as per the first class start. The start of a single race will be as for the first race of the class races. The Officer of the Day has discretion to keep the starting line open for a period of time in order to accommodate late starters.

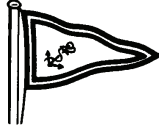
15. RECALLS

The onus is on the Helmsman for making a correct start. If any boat is over the line at the start, a second sound signal will be given and Code Flag "X" (Individual Recall) will be displayed. If possible, offenders will be hailed. All offending boats should return to the starting side of the line and restart. Once all boats are clear, Code Flag "X" will be lowered. Any offending boats not returning over the line will be disqualified. A General Recall will be notified by the breaking out of the First Substitute and the giving of two sound signals.

16. RE-STARTING PROCEDURE AFTER A GENERAL RECALL

- If there is only one Class start, the First Substitute will be lowered with one sound signal and one minute later the warning signal will be made, followed by the rest of the normal 5,4,1,go starting sequence.
- when two or more classes are due to start at five minute intervals the restart of the offending class shall be five minutes after the last start scheduled for that sequence; if there is more than one offending class they will be restarted in the same sequence as that in which they were recalled. If there is one offending class and it is the last of the Scheduled starts, Instruction 16 (a) will apply.
- for a pursuit race, if a class is recalled then the First Substitute will be broken out and two sound signals will be given. All boats in that class must restart and the "Round the ends" rule will apply, without Flag "I" being flown. The offending Class(es) must re-cross the line to restart, but have no rights over other Classes who may be starting in their proper sequence. The First Substitute will be flown for 30 seconds

Other than for 16(c) above, the "Round the ends" rule 30.1 shall not apply unless the I flag is used.



17. FINISHING LINE

A race will be finished either at the end of a lap when boats pass between the inner and outer distance marks and cross a line formed by the transit between the two poles on the Race Control Box, or between the pole on the Committee boat and an outer distance marker or a mark of the course.

18. SHORTENED COURSES

The "S" method - A single "S" flag broken out accompanied by two sound signals, as the leading boat rounds a mark means that it will finish either next time it crosses the finishing line, or at the next mark. After the lead boat has been given a finishing signal all remaining boats will be given a finishing signal the next time they pass through the designated finishing line. Any finishing boat that has sailed less laps than the lead boat will have her final time calculated using her average lap time, as per the instructions in the Officer of the Day Aide Mémoire.

19. PENALTIES

- (a) Touching a Mark – ISAF Rule 31 (one turn Penalty) ISAF Rules 31.1 and 3.12 will be used;
- (b) "When Boats Meet" - The two turns penalty, ISAF Rules 44.1 and 44.2 will be used.

20. DECLARATIONS

All Helmsmen shall sign the Race Sheet prior to starting the race.

21. PROTESTS

Protests should be made on the appropriate RYA form, must be advised to the Officer of the Day and posted in the mail box at the foot of the Clubhouse stairs within 30 minutes of finishing or retiring. This time limit may be extended by the Officer of the Day at their discretion provided that the application for postponement is made within the 30 minute period.

22. SCORING PROCEDURE FOR CLASS AND OTHER RACES

The Officer of the Day should complete a results sheet for each race, giving times and positions.

- (a) Scoring for class races will, thereafter, be calculated by Class Captains, using the scoring system agreed by the Sailing Sub-Committee for the individual classes. The Class Captains will be responsible for transferring corresponding scores to the 'running record' on the relevant class Notice Boards.
- (b) Races that do not count for a series competition may rank for prizes as determined by the Sailing Sub-Committee and as published in the Scene. For non-series events where two out of three races are to count the event will be scored using RYA Appendix A. Scoring in each race will be: 1st place 1 point; 2nd place 2 points; 3rd place 3 points etc. 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 the series. A boat penalised under I.S.A.F. rule 30.2 or 44.3 shall be scored points as provided in rule 44.3(c). The best 2 race results for every Helm shall count for the final score.. The number of race results to count for the final score for every Helm will be indicated in the annual sailing programme.

Tie-Breaking: If there is a score tie between two or more boats, each boat's race scores shall be listed in order of best to worst, and at the first point(s) where there is a difference the tie shall be broken in favour of the boat(s) with the best score(s). No excluded scores shall be used. If a tie remains between two or more boats, they shall be ranked in order of their scores in the last race. Any remaining ties shall be broken by using the tied boats' scores in the next-to-last race and so on until all ties are broken. These scores shall be used even if some of them are excluded scores.

For open meeting events please see separate open meeting sailing instructions.

**If you have any questions or queries relating to these Sailing Instructions,
please contact the Sailing Secretary in writing.**