

LITTLETON SAILING CLUB

GENERAL INSTRUCTIONS

Version 3
Revised: December 2010

1. INSTRUCTIONS

These General Instructions apply to all members of the clubs and other organisations and their guests, who use the waters of Littleton Lake. Members of visiting sailing clubs will be temporary members during their visit.

These General Instructions may be 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 General Instructions and any Special Instructions apply to all boats and sailboards and for the purpose of this document only, the term "boats" shall mean "boats and sailboards". Boats racing will also be subject to the Sailing Instructions applicable to the event.

2. 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. They should 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.

3. DISCRETION TO PROHIBIT SAILING

The Officer of the Day may prohibit or cancel sailing and/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.

4. RULES OF NAVIGATION ON LAKE

The following rules of navigation shall apply to all persons who are using boats on the Lake:

- (a) if reasonably possible, a boat not racing shall not interfere with a boat that is racing;
- (b) rights of way for all boats not racing shall be governed by the current ISAF Racing Rules of Sailing, Part 2 rules;
- (c) all boats, whether racing or not, shall give way to a motor 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.

5. SPECIAL WARNINGS AND RESTRICTIONS

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

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 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 adjacent to racing mark 3;
- (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.

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.**

6. 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.

7. PERSONAL FLOTATION DEVICES

All persons sailing at the Lake, or manning any other boat on the water, must wear an adequate personal flotation device. Wet suits and dry suits are not deemed to be personal flotation devices. The Officer of the Day may prohibit any person from sailing that does not wear or properly wear a personal flotation device and may disqualify them from any race.

PROTECTIVE CLOTHING: COLD WATER CAN KILL. DRY SUITS OR WET SUITS COVERING AT LEAST THE TRUNK SHALL BE WORN BY ALL CREW MEMBERS AT ALL TIMES WHILE AFLOAT BETWEEN THE MONTHS OF NOVEMBER TO MARCH INCLUSIVE.

8. 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.

9. 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 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 / Littleton Lake Sailing Club / Littleton South Sailing Club."

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

LITTLETON SAILING CLUB

STANDARD SAILING INSTRUCTIONS

1. RULES

- 1.1 Racing will be governed by the rules as defined in The Racing Rules of Sailing.
- 1.2 The Littleton Sailing Club General Instructions will apply.
- 1.3 All Helmsmen shall sign the Race Sheet prior to starting in any race.

2. NOTICES TO COMPETITORS

Notices to competitors will be posted on the official notice board located in the Clubhouse foyer.

3. CHANGES TO SAILING INSTRUCTIONS

Any change to the sailing instructions will be posted before 1030 on the day it will take effect, except that any change to the schedule of races will be posted by 2000 on the day before it will take effect.

4. SIGNALS MADE ASHORE

Signals made ashore will be displayed at the mast at the Race Control Box.

5. SCHEDULE OF RACES

The programme of races and start times will be as advertised on the Club Notice Board.

6. CLASS FLAGS

Handicap	Flag	"Z"
Solo	Flag	"Numeral 1"
RS 200	Flag	"Naval Numeral 2"
Comet	Flag	"White flag with Comet logo"

Other class flags, as required, will be shown on the official notice board.

7. RACING AREAS

- 7.1 The racing area is Littleton Lake.
- 7.2 Boats shall not pass beyond the guard cable installed across the south-west bay of the lake.
- 7.3 Boats shall not enter the diving area adjacent to racing mark 3.
- 7.4 Any instructions concerning other prohibited areas for sailing will be displayed on the Club Notice Boards and shall be strictly obeyed.

8. COURSES

- 8.1 The diagram attached at Appendix 1 shows the location and identification of fixed marks on the Lake. In addition, up to three movable marks may be used with the designations A, B and C and when these marks are deployed a diagram of the course will be displayed on the pictorial course board (see 8.3 below).
- 8.2 The course for each race and the number of laps to be sailed will be either that displayed on the side of the Committee boat or that displayed in front of the Race Control Box at the time of the preparatory 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.
- 8.3 If the pictorial course board behind the Race Control Box 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 will take precedence.

9. MARKS

9.1 The fixed marks shown in the diagram at Appendix 1 are all yellow spherical buoys with their identifying numbers painted on in black.

9.2 The three movable buoys referred to in S.I. 8.1 are yellow spherical buoys. Buoy A shows 'A' and one black band around the buoy; buoy B shows 'B' and two black bands around the buoy; and, buoy C shows 'C' and three black bands around the buoy.

10. AREAS THAT ARE OBSTRUCTIONS

The areas described in S.I. 7.2, 7.3 and 7.4 are designated as obstructions.

11. THE START

11.1 Races will be started by using rule 26 with the warning signal made 5 minutes before the starting signal.

11.2 The starting line will be either:

- (a) 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
- (b) when flag W is displayed on the Committee Boat and/or the Race Control Box to signify a lake start, a line between the flag pole of the Committee boat and an outer distance mark or mark of the course.

11.3 Boats whose warning signal has not been made shall avoid the starting area during the starting sequence for other races.

11.4 When two or more classes are due to start and a class is subject to a General Recall, the flag First Substitute will only be displayed for 2 minutes and will be removed without a sound signal. This changes rule 29.2 and Race Signals, First Substitute.

11.5 A class subjected to a General Recall will be restarted 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 order as that in which they were recalled. This changes rule 29.2.

12. CHANGE OF THE NEXT LEG OF THE COURSE

Not used.

13. SHORTENING THE COURSE

13.1 Flag S will be displayed with two sound signals as the leading boat rounds the mark that commences the final leg of the shortened course. This changes rule 32.2

13.2 After the leading boat has finished all remaining boats will be finished the next time they pass through the finishing line. Any finished boat that has sailed less laps than the leading boat will have her final time calculated using her average lap time. This changes rule 28.1 and A3.

14. THE FINISH

The finishing line will be between the inner and outer distance marks on 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.

15. TIME LIMITS

The time limit for all races is 90 minutes. Boats failing to finish within 30 minutes after the first boat sails the course and finishes will be scored DNF without a hearing. This changes rules 35, A4 and A5.

16. PROTESTS AND REQUESTS FOR REDRESS

- 16.1 Protests and requests for redress shall be completed on an RYA protest form, available from the Race Control Hut and the Officer of the Day must be advised within 30 minutes of the protesting boat finishing or retiring. This changes rule 62.2.
- 16.2 The Exoneration Penalty and the Advisory Hearing and RYA Arbitration procedures of the RYA Rules Disputes Procedures will be available. See the official notice board for details, which form part of these sailing instructions. A list of Advisors and a description of the advisory process is available in the Club foyer.
- 16.3 If an Advisor is available, the hearing may be carried out on the day. Alternatively the protest form should be posted in the mail box at the foot of the Clubhouse stairs, clearly marked as a "Rules Dispute", and an Advisor will contact you to arrange a mutually convenient time to hold the hearing.

17. SCORING

- 17.1 Scoring for series races will use the system described in Appendix 2. The number of races comprising a series will be as set out in the sailing programme.
- 17.2 Races that are not in a series competition may rank for prizes as determined by the Sailing Sub-Committee and as published in the Scene. The Low Points system of Appendix A will apply.

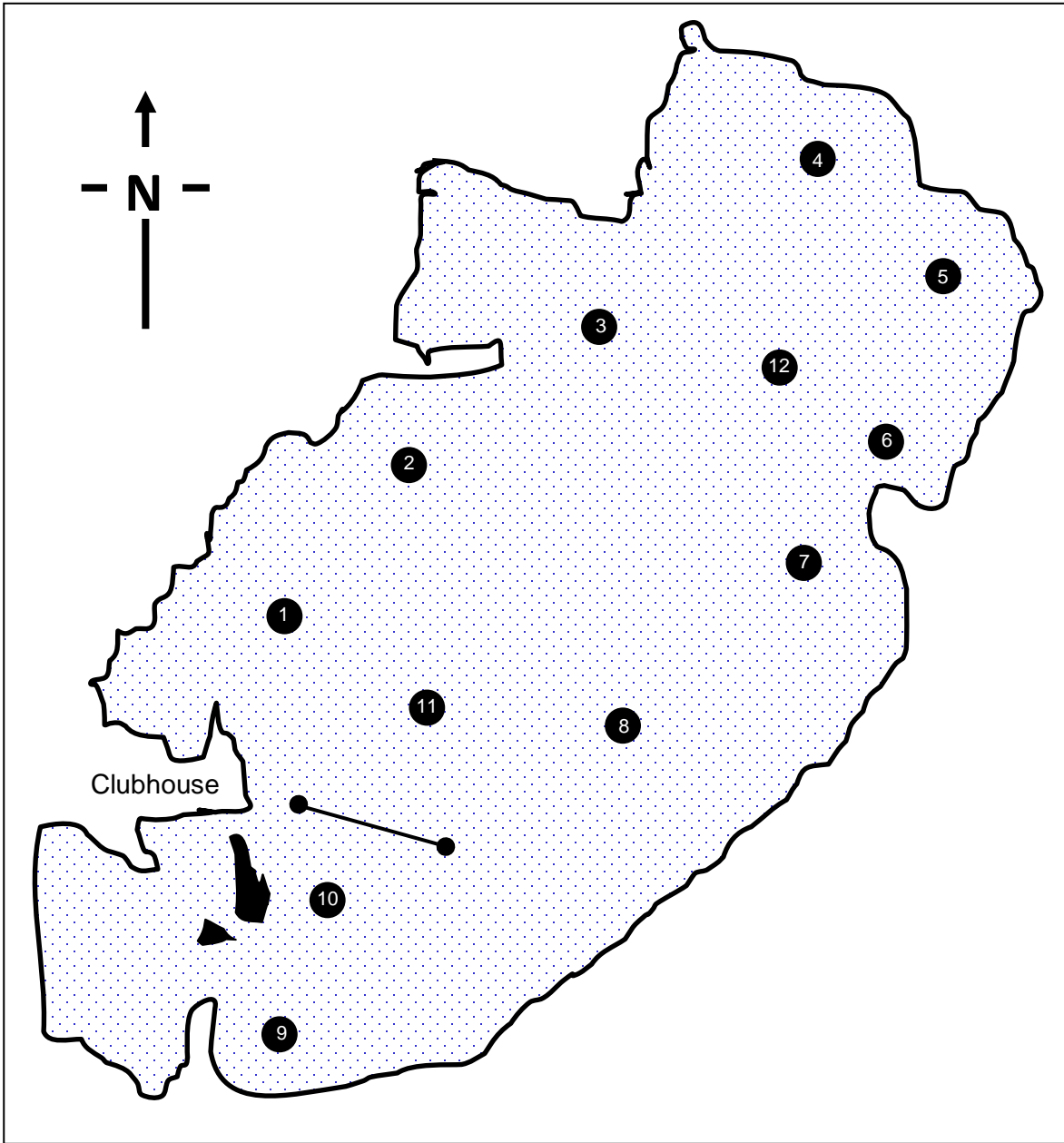
18. DISCLAIMER OF LIABILITY

Competitors participate in the race entirely at their own risk: see RRS 4, Decision to Race. The organizing authority will not accept any liability for material damage or personal injury or death sustained in conjunction with or prior to, during or after the race.

19. INSURANCE

All competitors shall have insurance cover with a minimum of £2 million third party indemnity and a declaration regarding this cover shall be signed by each owner/person in charge before taking part.

APPENDIX 1



APPENDIX 2

SCORING OF SERIES (GENERAL AND PERSONAL HANDICAP):

For all **general and personal handicap race series** the following is used to score the series (excludes one-day events).

1. The series is scored on one half of the total number of races actually held (rounded down) plus one. The Low Points System of Appendix A of RYA will apply".
2. A helm who **retires** or "**did not start**" a race shall be awarded points of one more than the total number of entries for that race. (N.B. "Did not start" means that the boat and helm were on the water in the vicinity of the start line before the start with the intention of starting the race, but did not actually start the race – signed on but still moored at a pontoon is not enough!)
3. A helm who **did not enter** a race (distinct from "did not start") shall be awarded points of one more than the highest number of entries for a single race of that series.
4. Any "entries" on the signing-on-sheet that do not have either a name, or a class of boat or any indication of having raced (e.g. did not sign off if they retired) shall not be considered as entries as far as scoring the race is concerned. If a helm does not enter on the signing on sheet, it is at the discretion of the OD whether or not to include the result.
5. If a helm wishes to sail in a series using different rigs or class of boat, then each rig or boat will count as a separate entry within the Series (ie results cannot be combined).

Prizes will be awarded to the top 3 places following the final race of the Series, provided the recipient of each prize has sailed enough races to qualify (ie one half of the total number of races actually held (rounded down) plus one. If only 1 or 2 helms have qualified, then no prize shall be awarded for 2nd and/ or 3rd position.

For all general and personal handicap one-day events (Pioneer Cup, Allen Vase, Icicle etc)

The above holds except for 3 and 5 which is replaced by:

3. A helm who did not enter a race shall be awarded points equivalent to one more than the total number of entries for the event.
5. A helm shall use the same boat, sails, crew etc for all of the races in the given one-day event.

One-day events will be scored as per the advertised programme for the day. This will usually be 2 out of 3, 3 out of 5 with short races or occasionally 6 out of 10 races over 2 days.

SCORING OF SERIES (SINGLE CLASS RACING):

Generally, single class racing is scored using the above system. However, it is best to check with the individual Class Captains to confirm this.