

# Shropshire Sailing Club

## Race Officer Training

December 2010

# Preparation

## 🔹 Week before

- 🔹 Check DutyMan for confirmation of AOD and Rescue. Contact Monthly Duty Officer if not confirmed.
- 🔹 read OOD Instructions (on website)
- 🔹 check race start times (see Programme)

## 🔹 On the day

- 🔹 check weather forecast at Windguru  
<http://www.windguru.cz/int/index.php?sc=131695>
- 🔹 bring warm / cool clothing, food and drink, suncream, hat, waterproofs, buoyancy aid, and sailing watch
- 🔹 arrive early !! Recommend before 10am

# On Arrival

- ◆ Unlock, turn on power and heaters
- ◆ Liase with Rescue – check VHF's working and rescue boat prepared (anchor, throwing line, plenty of fuel)
- ◆ Start Committee Boat and prepare (see next slide)
- ◆ Get OOD box out of back room (black metal tin)
- ◆ Fill out and display Race Entry Sheet
- ◆ Power on PC, screen and printer
- ◆ Check for other activities on the water, eg RYA training and agree on sailing areas that minimise risk of collision

# Prepare Committee Boat

Normally use Charity, otherwise Dory (check anchor)

- ◆ VHF radio (Quartermaster's Store)
- ◆ electric air horn (back room)
- ◆ spare horn / whistle (OOD box)
- ◆ mast and flags (boat house)
- ◆ Pink starting mark (Surf Hut)
- ◆ Course Board and numbers (boat house)
- ◆ spare stop watch
- ◆ waterproofs
- ◆ buoyancy aid
- ◆ woolly hat / sun hat
- ◆ snacks (food & drink)
- ◆ pencils, pens
- ◆ clipboard and Race Recording sheets (see RMS)

# Race Management System

See detailed instructions on side of PC

- ◆ Enter details of competitors from Race Entry sheet
- ◆ Print Pursuit Start times and display by course board
- ◆ Print Race Recording Sheet(s)

# Setting the Course

- ◆ Pursuit races - use as many marks as possible (avoiding wind shadows) to make for more interest
- ◆ Handicap ALT races – use 3 or 4 marks (triangle or trapezoid) to make for about 10 mins / lap for fast boats
- ◆ First leg – a beat, as long as possible. Ensure windward mark is not in a significant wind shadow. If necessary, move mark away from trees. If length of chain is insufficient then substitute for a PINK buoy
- ◆ First mark – port rounding (the rules are written for port rounding at the first mark)
- ◆ Try to have
  - ◆ a run (gives sailors decisions to make downwind)
  - ◆ a reach (beware: spinnaker boats struggle if too tight)
  - ◆ at least one good beat.
  - ◆ NO fetches (a leg when fairly close hauled between two marks but no tacks needed)
  - ◆ NO loops at marks
  - ◆ NO hook finish. Finish line for Handicap ALT races should be same as start line (see next slide)
- ◆ Put the course onto the blackboard in the clubhouse
- ◆ Use the course board on the committee boat. Red numbers = port roundings, green = starboard. For Class races, where number of laps is required, use the black number boards.
- ◆ **If significant change in wind direction, then don't be afraid to change the course when on the water, BUT ONLY BEFORE THE WARNING SIGNAL. If necessary stop the start sequence.**

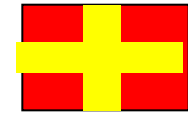
# Setting the Start Line

- ◆ **Perpendicular to the wind with minimal bias**
- ◆ Approx 10 boat lengths long
- ◆ Approx 10 boat lengths upwind of leeward mark
- ◆ Drop a PINK buoy at port end of the line
- ◆ Position committee boat at starboard end of the line
- ◆ Drop your anchor well upwind of where you want the committee boat to end up, leave some spare anchor warp
- ◆ Make minor adjustments upwind / downwind using the anchor warp.
- ◆ Burgee on flag pole should be pointing at the windward mark and 90 degrees to the port end PINK buoy (at the mid point of the windshift range)
- ◆ **If significant change in wind direction then don't be afraid to stop the start sequence, re-anchor and reset the windward mark**

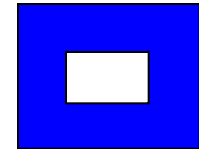
# Starting the Race

**Try to keep close to scheduled start times**

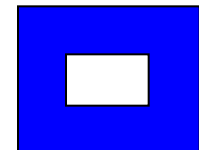
At -5 minutes - Warning signal CODE FLAG R



At -4 minutes - Preparatory signal CODE FLAG P



At -1 minute - LOWER CODE FLAG P



At Start (zero time) - LOWER CODE FLAG R



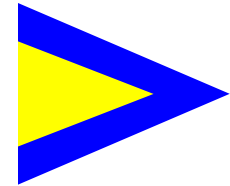


# Starting the Race (cont)

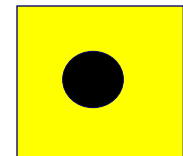
One or two boats over the line – CODE FLAG X  
and call out boat numbers



Many boats over the line – 1<sup>st</sup> SUBSTITUTE



Round the Ends Rule – CODE FLAG 'I' at 1 minute



Pursuit Races – DIP CODE FLAG R for each  
incremental start



Class Races – Individual starts and CODE FLAGS  
at 3 minute intervals



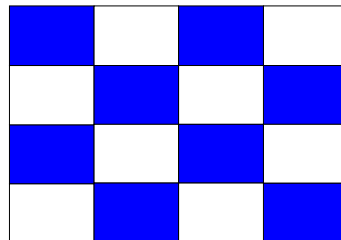
# Race Control

- ◆ To remain in control of the race, the Race Officer must, at regular intervals, check:
  - ◆ Safety
    - ◆ the weather conditions (that the crews can handle stronger winds)
    - ◆ that safety craft are:
      - ◆ still operational,
      - ◆ are aware of boats which appear to be in trouble and,
      - ◆ are giving priority to people and not boats
  - ◆ Time and Recording of boats
    - ◆ calculate the approximate finishing time
    - ◆ record each boat as it completes a lap
    - ◆ keep track of the leader
    - ◆ keep track of tail-enders

# Abandon

- You may abandon a race for any of the following reasons:
  - foul weather
  - insufficient wind, making it unlikely that any boat will finish within the time limit
  - a mark missing or out of place (drifting)
  - any reason affecting safety, eg Rescue boat breakdown
  - any reason affecting fairness, eg Failure to record boat positions

## **CODE FLAG N**



# Finishing the Race

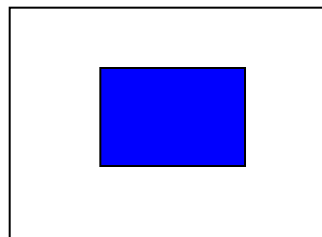
Pursuit Races – at predetermined time (typically 30 mins but beware Oppies and Mirrors)

Handicap ALT - approx 5 mins before scheduled end time (either 30 or 50 mins)

- when gap in the fleet
- or slowest boats approach

Class Races - at approx 50 mins, for individual Classes

## **CODE FLAG S**



# FINALLY

- ◆ Check people signed off
- ◆ Complete calculation of race results (see RMS instructions)
- ◆ Leave Sign On Sheets, Race Recording Sheets and final Results Sheet in the clip on the wall above the sign on desk
- ◆ Telephone or email race results to PAUL DUTTON, tel: 01939 200572, email: [sed@duttons.fslife.co.uk](mailto:sed@duttons.fslife.co.uk)
- ◆ Ensure that all equipment is returned to its correct place
- ◆ Put VHF's on charge
- ◆ Report any defects in equipment to the Power Boat Bosun
- ◆ Check beach and tidy up
- ◆ Lock up all buildings
- ◆ Turn off power

**ENSURE THE LAST TO LEAVE LOCKS CLUBHOUSE AND GATE**