

# Weston Sailing Club

## Junior and Youth Safety Policy

1. The objective is to achieve a high standard of safety without unduly constraining the sailing event. Where these aims conflict, the needs of safety will take precedence.
2. The safety of participating children will be the responsibility of the person in charge of the session from the time the children go on the water until the time that all children have been accounted for at the end of the session. In discharging this responsibility the person in charge will have absolute authority to employ all the resources available to him as he/she thinks fit, and to direct the work of all those assisting.
3. The decision on whether to sail or not, or to stop sailing lies with the Junior Sailing Officer of the Day (JSOOD) and is to be made in the light of all the relevant factors including weather, sailors experience, number of supervisors and their experiences and the location of the intended programme. His decision is final.
4. The JSOOD shall follow the guidelines laid down in Annex B of this document and shall ensure that the support boat crews follow the guidelines laid down in Annex A.
5. In the event of an emergency, action should be taken in accordance with the Clubs Instructions for dealing with accidents and emergencies.
6. No child will participate in the programme until his/her parent or guardian has signed an indemnity certificate. New Disclaimers are to be completed each year.
7. All participating children should wear buoyancy aids at all times. Such aids should be correctly fastened. Instructors and all other support personnel should also wear life jackets correctly fastened when on the water, whether in a dinghy or a support boat.
8. All participants should be suitably dressed with long hair tied up.
9. Wet/Dry suits may be made mandatory by the JSOOD, or at other times at his discretion.
10. For junior and youth sailing the ratio will be 1 safety boat per 12 sailing boats. The number of rescue boats required for larger sailing events will be determined by the JSOOD but should be based on the previously stated ratios. These boats should be on the water at all times and be operated by suitably qualified personnel. When teaching RYA courses, additional safety cover should be provided as required to meet the specified student instructor ratio.
11. If a programmed training session is to go ahead, a suitably qualified experienced person shall be in attendance.
12. The loading of Club boats should not exceed the safe load displayed on each one, except in emergency.
13. Videeing whilst alone in a moving support boat should only be performed by trained and approved coaches.
- 14. ACCIDENTS**
  - a. There is a First aid kit in the Race Office
  - b. All the qualified RYA Instructors are trained first aiders

- c. Members of the Committee are responsible for ensuring that the first aid kits are checked and replenished as necessary
- d. In the event of any personal injuries, the person in charge of the session is to be informed and he/she is to ensure that the injury is properly examined by a qualified first aider and, if necessary, the injured person be taken to Casualty. He/she should make a note of all injuries on the Incident Report at the end of the session. The Club's Accident and Emergency procedures are to be followed and appropriate reports rendered where required by law or the Club's instructions.

## **15. SAILING AREAS**

- a. The sailing area will be limited to the following areas;
  - i. For Junior sailing, North-east of Seaweed, no further west than the line between Morehead and Shemara marks and just south of the outfall which is south of the Beacon mark.
  - ii. For Youth sailing, the area should reside within the current Weston Sailing Club racing buoys' as identified in the Weston Sailing Club membership booklet
  - iii. For Day sailing, the area will be determined by the JSOOD having taken into account the weather conditions and forecast and the tidal conditions.
  - iv. Hazards: Sand bar just north-west of the club, outfall pipe south-west of the club marked by yellow triangle, shipping lane in Southampton Water (normally prohibited to club boats in club events).
- b. All support personnel shall be briefed on these sailing areas. The person in charge of each session shall decide which areas to use and brief the support staff accordingly, taking into account the weather and tides.

## **16. ABANDON PROCEDURE**

- a. The following are abandon signals which may be used and when any of the signals are displayed or heard all boats must cease any racing or training and proceed in a safe manner to the shore and inform the officer they are safe:
  - i. Multiple short blasts on a whistle or horn

## APPENDIX A – Guidelines for Support Crew

1. The Club requires all support boat drivers to have been trained or approved by the Club
2. Support Boats providing safety cover should have a minimum crew of 2 and at least 1 person in each support boat should be prepared to enter the water immediately if required.
3. All crew in support boats should wear buoyancy aids.
4. All helms should check that the boat allocated to them is in working order and that it has all the recommended equipment;
  - a. Paddles
  - b. First Aid Kit (inc resuscitation kit)
  - c. Flares
  - d. Anchor
  - e. Fuel tank full
  - f. Oil reservoir sufficient
  - g. Space blanket
  - h. Radio (check it works)
  - i. Tool kit
  - j. Bucket
  - k. Foghorn
  - l. Torch (check it works)
5. The helm should contact the JSOOD and attend the briefing to ensure he/she knows what is planned.
6. The loading of Club boats should not exceed the safe load displayed on each one, except in emergency.
7. The 'Kill chord' will be used at all times
8. All helms should report any defects in the boat and hand back the radio. The boat will also need to be cleaned and the engine sluiced with fresh water.

## APPENDIX B – Guidelines for Junior Sailing Officer of the Day (JSOOD)

1. The safety of participating children will be the responsibility of the person in charge of the session from the time the children go on the water until the time that all children have been accounted for at the end of the session. In discharging this responsibility the person in charge will have absolute authority to employ all the resources available to him as he/she thinks fit, and to direct the work of all those assisting.
2. The JSOOD should arrive sufficiently early to check on the weather, decide on allocation of boats and plan the session.
3. The JSOOD should brief all participants to include personal, boat and group safety, the location of the shipping lanes and prohibition of entry to them, and the dangers of handling boats on the slipway.
4. The JSOOD should brief the support crews, instructors and children before they go on the water giving details as to the sailing area, type of sessions and abandon procedure.
5. The decision on whether to sail or not, or to stop sailing lies with the Junior Sailing Officer of the Day (JSOOD) and is to be made in the light of all the relevant factors including weather, sailors experience, number of supervisors and their experiences and the location of the intended programme. His decision is final.
6. The JSOOD should ensure that there is a completed Indemnity form for each person going out on the water. He should also ensure that the child has an updated training form (in the form of a spreadsheet) that can be used to record his/her progress.
7. Velcro strips or Discs will be available for issuing to the Juniors if the JSOOD wants to use them.
8. Normally there will be a separation of safety and instruction responsibilities between the safety boats. The JSOOD will be in charge on the water and all changes in plans will be cleared with him/her. There will normally be one beach master, plus more helpers on shore to help launch and recover where small children are in single handers. Where possible there will be maintained radio contact between the clubhouse and the person in charge on the water (channel M2).
9. At the end of the session, he should ensure that the training form has been updated in order to track the child's progress. Any safety concerns or equipment failures to be reported to JSOOD. JSOOD to bear these in mind in preparing for the next session.
10. If the JSOOD has to leave the session, he/she will ask another qualified member to act in his place and assume his responsibilities. If there is no-one available then he will abandon the sailing session.
11. After the course, all helpers will meet for a debriefing and operational/safety matters will be raised. This policy will be subject to annual revision in the light of experience, usually in October or November before the club AGM.