

## Notes for Duty and Boat Officers

### NO RACING CAN TAKE PLACE WITHOUT A DUTY OFFICER

It is **your responsibility** to find a willing substitute if you are unable to attend.

**Phone your duty crew at least a week prior to the duty day to ensure that they will attend. Ask them to arrive at least one hour before the first race.**

The organisation of the Club is your responsibility. Safety Boat cover is to be provided during the programmed sailing times:-

- Saturdays 13:30 until 18:00
- Sundays & BH Mondays 10:30 until 18:00
- Sundays (Nov & Dec) 10:30 until 15.30
- Tuesday and Thursday 17:00 approx. until dusk

- Safety boat cover is for the whole of the period, not just the races

The clubhouse and entrance gates should be opened and closed in accordance with the "Advice to Duty Officers" which the Duty Coordinator will have sent to you. For full instructions consult the Duty Officers Log kept in the Race Office. In particular you should:-

- Note any club boats used and ensure hire fees are paid at tea bar
- **Switch off the radios** and put them back on charge
- At the end of the day report defects and damage in the Bosun's log by the boiler in the T-bar area.

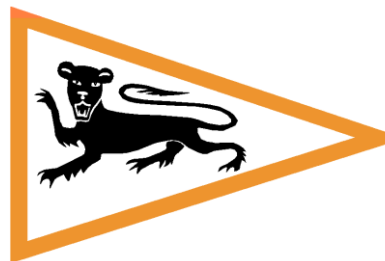
**NO RACING CAN TAKE PLACE WITHOUT A SAFETY BOAT ON THE WATER AND CREWED BY TWO PEOPLE. One person in the Safety Boat must be equipped and ready to enter the water if necessary. A second boat should be available for immediate use in an emergency.**

BEFORE STARTING -

- Fetch radios from Race Office. Fetch fuel cans with kill cords from petrol store. The tiller steering boats need 1 kill cord to operate. The RIBs need 2 kill cords PLUS KEY. An extra spare kill cord must remain attached to every fuel can for use in emergency
- Check equipment kept on boat: first aid kit, bucket, paddles, heaving line, knife on float and anchor with warp tied to boat
- Fuel tank must be secured to the boat whilst in use
- Carry out radio check with committee boat and tea bar

REMEMBER:-

- Safety boats are for RESCUE. People come FIRST, equipment after
- Driver must have a minimum RYA Powerboat level 2 qualification and if aged between 16 and 18, the crew must be aged 18 or older.
- If the driver is over 18, the minimum age for the crew is 16.
- The crew must be physically able to assist with a rescue.
- **KILL CORD to be attached to leg.**
- **When near people in the water STOP THE ENGINE.** Do not leave it running as the propeller may still turn
- Remain seated whilst driving. Watch your wash. Approach pontoon and other boats slowly



Hollowell Sailing Club  
Hollowell Reservoir  
Hollowell  
Northampton  
NN6 8RN

(sailing days only)  
Tel: 01604 740328

[www.hollowellsc.org.uk](http://www.hollowellsc.org.uk)

# HOLLOWELL SAILING CLUB Programme 2017

**VISITORS are welcome up to 4 times a year. They must be signed in the Visitors Book to ensure compliance with licensing laws & club rules**

Buoyancy aids must be worn whilst afloat or on the pontoons  
Windsurfers aged 17 and under must wear above waist buoyancy  
No dogs allowed within the grounds (Hollowell Sailing Club rules)

### ***A club operated by the members for the members***

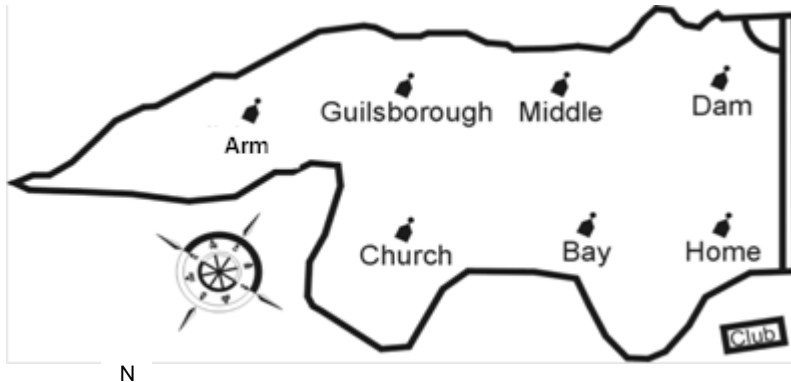
We are proud of Hollowell's reputation as a friendly club. This is made possible largely by the active participation in the day-to-day running of the club by its members. Work parties are organised for essential maintenance of equipment, clubhouse and grounds.

### **How to participate in Racing at Hollowell**

- Race start times are shown in the programme. Be at the start at least 5 minutes before the prescribed time. Races are run by the duty crew from the committee boat anchored at one end of the start line. The committee boat displays a board

indicating the marks (buoys) to be rounded in the race. The letters on the board are as shown below:-

There is also a spare mark "S" which may be used as required



- The letters on the board have either a red or a green background  
RED means you must leave the mark on your PORT (i.e. left) side as you pass,  
GREEN on your STARBOARD (i.e. right) side. The board also shows the number of laps to be sailed
- Each race is started with the following 5 minute sequence:-
 

5 mins	H flag raised	Single horn
4 mins	Blue Peter flag raised	Single horn
1 min	Blue Peter flag lowered	Single horn
START	H flag lowered	Single horn - GO!
- All boats start at the same time. If you are over the line when the starting signal is sounded you must return and re-start avoiding all other boats as you do so.
- See the club website for full Sailing Instructions

## Pursuit Races

In a Pursuit race the slower boats start first according to their Portsmouth Yardstick (PY) number. You must find out the PY number of your boat before racing. The PY numbers are displayed on the committee boat. You start when your PY number drops

All boats finish at the same time in a Pursuit race. A sound signal from the committee boat **indicates the Finish time. You should note the sail numbers of the boats ahead and behind** you at that time to avoid uncertainty

**OPEN WATER POLICY – MEMBERS MAY SAIL AT THEIR OWN RISK AT ANY TIME WHEN THERE IS NO RACING EXCEPT WHEN THE PROGRAMME STATES “NO FREE SAILING”. IT IS RECOMMENDED HOWEVER THAT YOU DO NOT SAIL ALONE**

**Anglers** are permitted to fish at Hollowell Reservoir and sailors are asked to maintain a distance of 30 meters from fishermen to avoid cutting lines and creating serious risk for local wildlife.

### Open Meetings – “No free sailing”

These events are open to Hollowell members and visiting sailors alike. Entry fees are payable and the events are a good opportunity for publicity for the club  
“No free sailing” means only sailors who have paid the entry fee may take to the water sailing the class of boat for which the meeting is organised

## Tuesday & Thursday summer evenings

From 5 pm until dusk, these provide for a more relaxed style of sailing than at weekends

- Tuesdays are for “free sailing” which means you are free to just potter about
- Thursdays are similar but with the addition of an informal Personal Handicap race lasting 35 mins with a staggered start avoiding the pressure of a massed start
- An important part of Thursday evenings is the social side – a personal Handicap race with a nice meal and a chat in the clubhouse afterwards

## Training Courses

- The Club is an RYA Recognised Training Centre.
- We have our own Instructors and there are courses for complete beginners as well as improvers. We also provide free training to all members on Powerboat courses to give them the necessary skills to undertake boat officer duties
- The courses planned for the year are shown in the programme and on the website
- Booking forms, with contact details, are available at the club and from the Training page on the website. Advance booking is essential

## Boat Hire

- Book via the Bosun’s book in the T Bar where all available boats are shown with charges
- **Hire Fee must be paid at the Tea Bar BEFORE YOU SAIL and Receipt Number recorded in the Bosun’s Log**
- Some boats require approval before hiring and these are indicated in the log.
- At the end of your hire period you must ensure the boat is de-rigged and the cover properly replaced and secured. Please report and DAMAGE or DEFECTS in the Bosun’s log.

## Club Website - [www.hollowellsc.org.uk](http://www.hollowellsc.org.uk)

Here you can find “Mainsheet” the club newsletter and lots of useful information about the club including training courses. The special members’ area (password “member”) has up to date duty rota, race results, Members’ Handbook, club rules and sailing instructions.

**Hollowell Scullers** are affiliated to Hollowell Sailing Club and are permitted to deliver programmed coaching sessions. The Open Water policy also permits their members to row outside of programmed sailing hours.

**Canoeing & Kayaking** are temporarily permitted by members and their guests subject to the 2015 HSC Canoeing Special Terms and Conditions until 30 June 2015 and subject to further agreement thereafter.

**Non-programmed on the water events** — All other events which are not included in the annual programme require a club sponsor to complete and submit a non-programmed training or coaching event form to the Club Principal before any firm commitment to undertake an event is made.