



# **RACE OFFICERS' MANUAL**

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Allcomers Procedure

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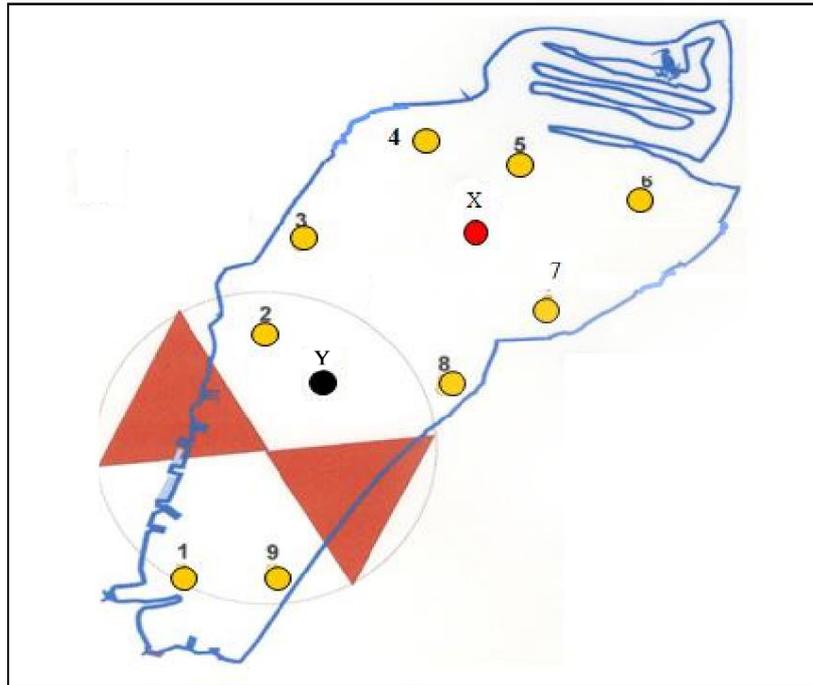
Rivals Cup Procedure

Sailing Instructions



# 1. ON ARRIVAL CHECKLIST

- Report to Duty Officer. Confirm full team present, make introductions.
- In collaboration with Duty Officer, check wind strength, direction, conditions, rescue boat availability, and manning levels. Do not start races if gusts over force 6 (31 mph) are recorded, or if rescue boat availability or manning levels are inadequate. In this case, see Postponement or Abandonment procedures.
- Decide on start format - Club line or Committee Boat.
- Only use the race box start if you can set a true beat and the wind is not in the red sector.



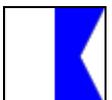
- It is not good practice to make No 1 the first mark if more than 5 boats are racing.
- Decide whether to make the wearing of wet or dry suits mandatory. If so, a black shape should be flown from the flagstaff in front of the clubhouse.
- Allocate responsibilities and manning of Rescue Boat(s) and Oyster.
- For Club Line Start Procedure, see Section 5.
- For Committee Boat Start Procedure, see Section 6.



## ▪ 2. POSTPONEMENT PROCEDURE

Before the starting signal, a race may be postponed. This may be done to allow time for conditions to improve or stabilize, for example, fog to clear, or wind direction to steady.

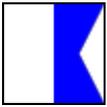
The Answering Pennant (AP) is used to indicate a postponed race.

Flag signal raised	Number of sound signals when raised	Number of sound signals when lowered	Description
 AP			<p>Races not yet started are postponed. Raise flag 'AP' and make two sound signals.</p> <p>When ready to start, make one sound signal and lower flag 'AP'.</p> <p>The normal start sequence begins with the warning (3 minute) signal, one minute after flag 'AP' is lowered.</p>
 AP  A			<p>Races not yet started are postponed. No more racing today.</p> <p>Raise flag 'AP' over flag 'A' and make two sound signals.</p>



### 3. ABANDONMENT PROCEDURE

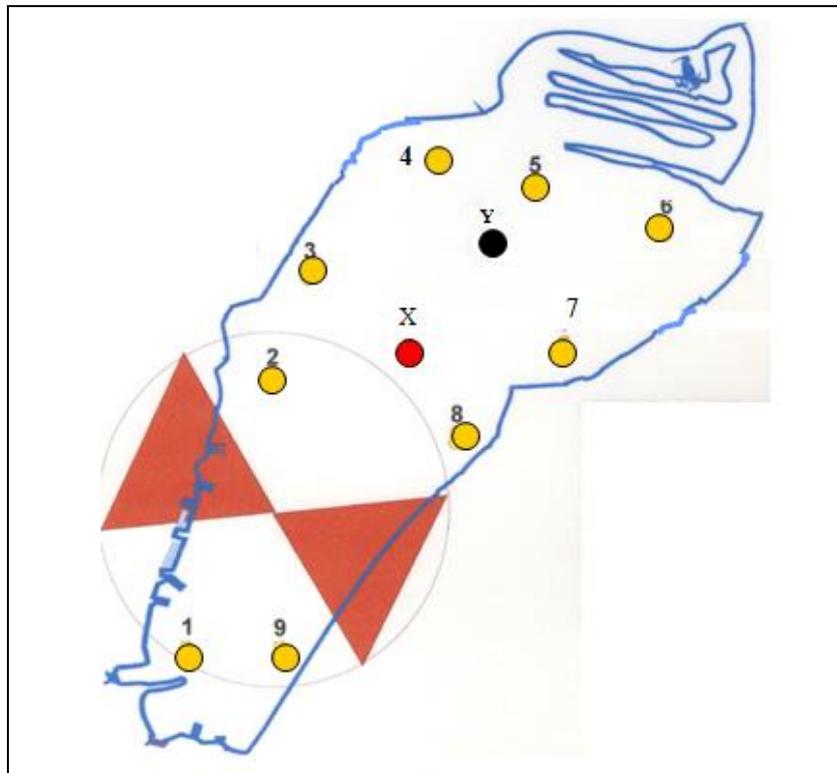
Before or after the starting signal, a race may be abandoned. This may be done because of an error in the starting procedure, foul weather, or any other reason affecting the safety or fairness of the competition. Note that if a boat has completed the course within the time limit, the race should not be abandoned without considering the consequences for all boats in the race or series.

Flag signals raised	Number of sound signals when raised	Number of sound signals when lowered	Description
 N			<p>All races that have started are abandoned. Return to starting area for a new start.</p> <p>Raise flag 'N' and make three sound signals.</p> <p>When ready to start, make one sound signal and lower flag 'N'. The first warning signal will be made 1 minute after flag 'N' is removed.</p>
 N  A			<p>All races are abandoned. No more racing today.</p> <p>Raise flag 'N' over flag 'A' and make three sound signals.</p>
 N  H			<p>All races are abandoned. More information ashore.</p> <p>Raise flag 'N' over flag 'H' and make three sound signals.</p>



## 4. BUOYS

- Buoy Number 1 will be positioned in the vicinity of the clubhouse. Numbers 2 to 9 inclusive will be positioned in a clockwise manner reading from number 1.
- Buoys 1,2,3,4,5,6,7,8,9 are yellow and spherical (static marks).
- Buoys lettered X and Y are moveable marks and will be positioned by the race officer according to the needs of the course. Buoy X is pink and spherical, Y is black and spherical.
- Other marks e.g. withies, around the edge of the lake denote the existence of shallows. Red and green marks denote navigable channels between shallows.
- All numbered marks and X and Y are rounding marks.



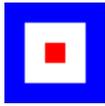
## **5. STARTING AT THE CLUB LINE**

- When the club line is to be used for starting, ring the bell at the club house 15 minutes before the start.
- The club starting / finishing line will be formed by the transit of a red staff with a red triangular top mark and a yellow staff with a yellow cross top mark. These staffs are situated in front of the Race Officer's box.
- Erect transits in front of Race Officer's Box.
- The limits of the club line are defined by the inner and outer limit marks, which are orange spherical buoys. Set Club inner/outer limit marks to provide a reasonable length line for anticipated number of boats. (RYA suggested — Summed length of entrants + 25%).
- Set the start line to be at 90° to wind direction and to give a good beat to first mark. The start line can have a bias of up to 10° to favour port end starters but NEVER a starboard end bias.
- Move transits to line up just in front of limit marks.
- The order in which the buoys of the course are to be rounded will be indicated by numbered boards at the front of the Race Officer's box. The colour of the boards will indicate the hand to which the buoys are to be rounded, i.e. Red to Port, Green to Starboard.
- A board displaying 'L' indicates that boats must cross the defined starting line at that point in the course on every lap.
- The above boards are to be read from left to right. The number of laps to be sailed will be indicated by a white numeral on a black board, near to the course boards.



## **6. STARTING AT THE COMMITTEE BOAT** **(ALTERNATIVE LINE)**

- When the alternative line is to be used for starting, ring the bell at the clubhouse 25 minutes before the start and raise flag 'W' at the race officers' box.



(Flag 'W')

- Uncover the Committee boat. Obtain petrol tank for outboard engine from store under Race Box (Club Gate keys opens door and store). Check fuel level in tank.
- Check all equipment is on boat as required, e.g.:- flags, pens/paper, radios, race manual, anchor, klaxon, back-up horn, whistle, course boards, outer distance mark.
- Get out to the start area, aim to set the start line about 1/3 to half way up the beat. Anchor the committee boat securely with maximum chain length. Engage reverse so boat is downwind of anchor with chain fully extended. Throw second anchor (mud weight) as far astern as you can, take up slack in line, and cleat.
- Set outer limit mark to provide a reasonable length line for anticipated number of boats. (RYA suggested — Summed length of entrants + 25%).
- Line to be at 90° to wind direction and to give a good beat to first mark. Line can have a bias of up to 10° to favour port end starters but NEVER a starboard end bias. Fine tune angle by adjusting anchor lines.
- In all cases, position committee boat at starboard end of line.



## **7. STARTING PROCEDURE**

Read section **8. Flags and Sound Signals** and attach required flags to flagpole halyards. Best practice is to parcel the flags so that they can be hoisted prior to use and broken out exactly at the appropriate times. (If you don't know how to do this, please ask. Any member of the sailing committee should be able to help!)

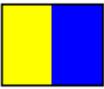
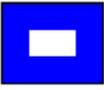
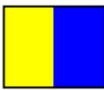
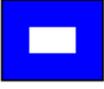
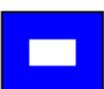
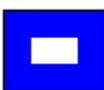
After consulting the duty officer decide the racecourse: -

- Should have a good length beat(s) totalling about 1/3 of the lap. Have assorted reaches/runs.
- Not be over-complicated, a simple triangle or quadrilateral is ideal.
- If the course needs more than 5 marks it is too complicated and should not be used!
- Avoid crossing reaching legs, particularly with big fleets in strong winds.
- Do not forget the so-called "Olympic" course (e.g. triangle — sausage —triangle).
- Think about the sheltered zones (often by the clubhouse or near the trees; try to avoid these areas).
- Set the number of laps, aim for race of approx 1 hour for leaders. If in doubt put up more than you think! You can always shorten!
- Also remember, the slow handicap classes do one lap less than displayed (Illusions/ Oppy/ Mirror/ Topper.) Boats with a yardstick of more than 1230 will be classed as slow handicap.
- Put course and laps on display in front of Race box/Committee boat.
- Allocate roles for start procedure e.g. Race Officer watches the line for premature starters, Race Assistants responsible for raising / lowering flags (may need two people) and clock countdown & klaxon.



## 8. Flags and Sound Signals

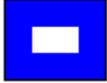
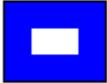
See following pages for details regarding Thursday, Saturday, Sunday, Sprint and Frostbite Series races.

<b>THURSDAY EVENING ALLCOMERS RACE</b>				
<b>TIME</b>	<b>SOUND SIGNAL</b>	<b>FLAGS UP</b>	<b>FLAGS DOWN</b>	<b>NOTES</b>
18:35 <b>OR</b> 18:45	Ring Bell			Committee Boat Start (18:35) Race Box Start (18:45)
18:57	Klaxon 			Fast Handicap Three Minute Signal, Flag 'K' up.
18:58	Klaxon 			Fast Handicap Two Minute Signal, Flag 'P' up.
18:59	Klaxon 			Fast Handicap One Minute Signal, Flag 'P' down.
19:00	Klaxon 			Fast Handicap Start, Flag 'K' down. Slow Handicap Three Minute Signal, Flag 'J' up.
19:01	Klaxon 			Slow Handicap Two Minute Signal, Flag 'P' up.
19:02	Klaxon 			Slow Handicap One Minute Signal, Flag 'P' down.
19:03	Klaxon 			Slow Handicap Start, Flag 'J' down. Junior Three minute signal Flag 'T' up
19:04	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
19:05	Klaxon 			Junior One Minute Signal, Flag 'P' down.
19:06	Klaxon 			Junior Start, Flag 'T' down

**Important info - For all racing, it is vital to record finishing times.**



## SATURDAY MORNING JUNIOR RACE

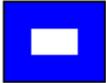
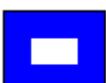
TIME	SOUND SIGNAL	FLAGS UP	FLAGS DOWN	NOTES
0 min	Klaxon 			Junior Three minute signal Flag 'T' up
1 min	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
2 min	Klaxon 			Junior One Minute Signal, Flag 'P' down.
3 min	Klaxon 			Junior Start, Flag 'T' down

**Important info - For all racing, it is vital to record finishing times.**



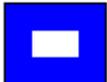
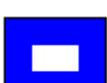
## SATURDAY AFTERNOON

### 1<sup>ST</sup> ALLCOMERS RACE

TIME	SOUND SIGNAL	FLAGS UP	FLAGS DOWN	NOTES
13:50 OR 14:00	Ring Bell			Committee Boat Start (13:50) Race Box Start (14:00)
14:12	Klaxon 			Fast Handicap Three Minute Signal, Flag 'K' up.
14:13	Klaxon 			Fast Handicap Two Minute Signal, Flag 'P' up.
14:14	Klaxon 			Fast Handicap One Minute Signal, Flag 'P' down.
14:15	Klaxon 			Fast Handicap Start, Flag 'K' down. Slow Handicap Three Minute Signal, Flag 'J' up.
14:16	Klaxon 			Slow Handicap Two Minute Signal, Flag 'P' up.
14:17	Klaxon 			Slow Handicap One Minute Signal, Flag 'P' down.
14:18	Klaxon 			Slow Handicap Start, Flag 'J' down. Junior Three minute signal Flag 'T' up
14:19	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
14:20	Klaxon 			Junior One Minute Signal, Flag 'P' down.
14:21	Klaxon 			Junior Start, Flag 'T' down
<b>Important info - For <u>all</u> racing, it is vital to record finishing times.</b>				



**SATURDAY AFTERNOON  
2<sup>ND</sup> ALLCOMERS RACE**

<b>TIME</b>	<b>SOUND SIGNAL</b>	<b>FLAGS UP</b>	<b>FLAGS DOWN</b>	<b>NOTES</b>
15:20 <b>OR</b> 15:30	Ring Bell			Committee Boat Start (15:20) Race Box Start (15:30)
15:42	Klaxon 			Fast Handicap Three Minute Signal, Flag 'K' up.
15:43	Klaxon 			Fast Handicap Two Minute Signal, Flag 'P' up.
15:44	Klaxon 			Fast Handicap One Minute Signal, Flag 'P' down.
15:45	Klaxon 			Fast Handicap Start, Flag 'K' down. Slow Handicap Three Minute Signal, Flag 'J' up.
15:46	Klaxon 			Slow Handicap Two Minute Signal, Flag 'P' up.
15:47	Klaxon 			Slow Handicap One Minute Signal, Flag 'P' down.
15:48	Klaxon 			Slow Handicap Start, Flag 'J' down. Junior Three minute signal Flag 'T' up
15:49	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
15:50	Klaxon 			Junior One Minute Signal, Flag 'P' down.
15:51	Klaxon 			Junior Start, Flag 'T' down

**Important info - For all racing, it is vital to record finishing times.**



<b>SUNDAY SPRINT SERIES – ALLCOMERS START BACK TO BACK RACES 1 &amp; 2</b>				
<b>TIME</b>	<b>SOUND SIGNAL</b>	<b>FLAGS UP</b>	<b>FLAGS DOWN</b>	<b>NOTES</b>
13:10 OR 13:20	Ring Bell			Committee Boat Start (13:10) Race Box Start (13:20)
13:27	Klaxon 	 		Fast & Slow Handicap Three Minute Signal, Flag 'K' & 'J' up.
13:28	Klaxon 			Fast & Slow Handicap Two Minute Signal, Flag 'P' up.
13:29	Klaxon 			Fast & Slow Handicap One Minute Signal, Flag 'P' down.
13:30	Klaxon 		 	Fast & Slow Handicap Start, Flag 'K' & 'J' down. Junior Three minute signal Flag 'T' up
13:31	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
13:32	Klaxon 			Junior One Minute Signal, Flag 'P' down.
13:33	Klaxon 			Junior Start, Flag 'T' down
<b>Important info - For all racing, it is vital to record finishing times.</b>				



**SUNDAY SPRINT SERIES – ALLCOMERS START  
BACK TO BACK RACE 2**

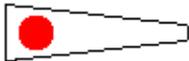
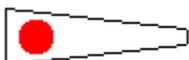
**RACE 2 COMMENCES A.S.A.P AFTER RACE 1 FINISHES**

Hr:Mn	Klaxon 	 		Fast & Slow Handicap Three Minute Signal, Flag 'K' & 'J' up.
Hr:Mn+1	Klaxon 			Fast & Slow Handicap Two Minute Signal, Flag 'P' up.
Hr:Mn+2	Klaxon 			Fast & Slow Handicap One Minute Signal, Flag 'P' down.
Hr:Mn+3	Klaxon 		 	Fast & Slow Handicap Start, Flag 'K' & 'J' down. Junior Three minute signal Flag 'T' up
Hr:Mn+4	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
Hr:Mn+5	Klaxon 			Junior One Minute Signal, Flag 'P' down.
Hr:Mn+6	Klaxon 			Junior Start, Flag 'T' down
<b>Important info - For <u>all</u> racing, it is vital to record finishing times.</b>				



### SUNDAY AFTERNOON CLASS RACE

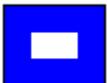
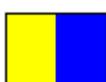
Race Officer should decide on the day which boats start on which flag.  
 Guidelines: Start Illusions/ slow handicap boats first. If 4 or more boats in a class consider a separate start. Keep fast handicap & slow handicap boats on separate starts. Keep Junior boats towards the end

TIME	SOUND SIGNAL	FLAGS UP	FLAGS DOWN	NOTES
15:05 <b>OR</b> 15:15	Ring Bell			Committee Boat Start (15:05) <b>OR</b> Race Box Start (15:15)
15:27	Klaxon 			Three Minute Signal, Flag 1 up.
15:428	Klaxon 			Two Minute Signal, Flag P up.
15:29	Klaxon 			One Minute Signal, Flag P down.
15:30	Klaxon 			Flag 1 down/ Start. Flag 2 Three Minute Signal, Flag 2 up.
15:31	Klaxon 			Flag 2 Two Minute Signal, Flag P up.
15:32	Klaxon 			Flag 2 One Minute Signal, Flag P down.
15:33	Klaxon 			Flag 2 down/ Start. Flag 3 Three minute signal Flag 3 up.
15:34	Klaxon 			Flag 3 Two Minute Signal, Flag P up.
15:35	Klaxon 			Flag 3 One Minute Signal, Flag P down.
15:36	Klaxon 			Flag 3 Down/ Start,

**Important info - For all racing, it is vital to record finishing times.**



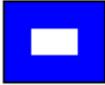
## FROSTBITE 1ST ALLCOMERS RACE

TIME	SOUND SIGNAL	FLAGS UP	FLAGS DOWN	NOTES
12:35 OR 12:45	Ring Bell			Committee Boat Start (12:35) Race Box Start (12:45)
12:57	Klaxon 			Fast Handicap Three Minute Signal, Flag 'K' up.
12:58	Klaxon 			Fast Handicap Two Minute Signal, Flag 'P' up.
12:59	Klaxon 			Fast Handicap One Minute Signal, Flag 'P' down.
13:00	Klaxon 			Fast Handicap Start, Flag 'K' down. Slow Handicap Three Minute Signal, Flag 'J' up.
13:01	Klaxon 			Slow Handicap Two Minute Signal, Flag 'P' up.
13:02	Klaxon 			Slow Handicap One Minute Signal, Flag 'P' down.
13:03	Klaxon 			Slow Handicap Start, Flag 'J' down. Junior Three minute signal Flag 'T' up
13:04	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
13:05	Klaxon 			Junior One Minute Signal, Flag 'P' down.
13:06	Klaxon 			Junior Start, Flag 'T' down

**Important info - For all racing, it is vital to record finishing times.**



## FROSTBITE 2<sup>ND</sup> ALLCOMERS RACE

TIME	SOUND SIGNAL	FLAGS UP	FLAGS DOWN	NOTES
14:05 OR 14:15	Ring Bell			Committee Boat Start (14:05) Race Box Start (14:15)
14:27	Klaxon 			Fast Handicap Three Minute Signal, Flag 'K' up.
14:28	Klaxon 			Fast Handicap Two Minute Signal, Flag 'P' up.
14:29	Klaxon 			Fast Handicap One Minute Signal, Flag 'P' down.
14:30	Klaxon 			Fast Handicap Start, Flag 'K' down. Slow Handicap Three Minute Signal, Flag 'J' up.
14:31	Klaxon 			Slow Handicap Two Minute Signal, Flag 'P' up.
14:32	Klaxon 			Slow Handicap One Minute Signal, Flag 'P' down.
14:33	Klaxon 			Slow Handicap Start, Flag 'J' down. Junior Three minute signal Flag 'T' up
14:34	Klaxon 			Junior Two Minute Signal, Flag 'P' up.
14:35	Klaxon 			Junior One Minute Signal, Flag 'P' down.
14:36	Klaxon 			Junior Start, Flag 'T' down

**Important info - For all racing, it is vital to record finishing times.**



## **9. INDIVIDUAL RECALL** (on the course side at the start - Rule 29.1)

Use when there are some boats over the line, all of which you can identify

Flag signal		Number of sound signals when raised	Number of sound signals when lowered	Description
	X			<p><u>Individual recall.</u></p> <p>When one or more boats did not start correctly they must return back and do a proper start.</p> <p>Raise flag 'X' and make a sound signal in addition to the start sound signal.</p> <p>Flag 'X' is displayed until the earliest of the following: all boats over the line early have returned correctly, 4 minutes from the start or until one minute before the next start.</p>

- It may be helpful to shout out the numbers of those on course side at start, but you do not have to. In general only call out numbers if you are confident all premature starters will hear you.
- Note down the numbers of those who do not return correctly. They will be recorded as OCS (on course side) on finishing positions sheet.
- When a boat which has started incorrectly and does not return and start correctly crosses the finish line do not give them a finishing signal. They do not get a finishing position - there is no need to protest!
- Note - boats returning after being on course side at the start do not have any right of way and must keep clear of boats starting correctly



## **10. GENERAL RECALL** (on the course side at the start - Rule 29.3)

Use when there are many boats over the line (on course side) and you cannot identify them all, or there has been an error in the starting procedure.

Flag signal		Number of sound signals when raised	Number of sound signals when lowered	Description
	1ST Sub			<p><u>General recall</u></p> <p>All boats are to return and then a new start sequence will begin. Signalled when there are unidentified boats over the line or subject to one of the starting penalties, or there has been an error in the starting procedure.</p> <p>Raise the 1st substitute flag and make two sound signals in addition to the start signal. If the race is part of a sequence of starts lower the warning flag you have just raised for the next start.</p> <p>When ready to restart , make one sound signal and lower the 1st substitute flag.</p> <p>Sound the new warning signal one minute after the 1st substitute is removed and raise the relevant class warning flag(s).</p> <p>If part of a sequence of starts, subsequent starts follow on in the normal order</p>



## **11. RACE MANAGEMENT**

Once the race is successfully underway, the following tasks and procedures should be carried out.

- Always make safety the number 1 priority. Allocate responsibilities for a safety look-out/rescue boat driver. Ensure rescue boat is always available.
- If conditions are extreme or there is insufficient staff for required safety cover, racing should NOT take place! Liaise with the duty officer to find extra help, if none-available, read Postponement or Abandonment sections
- Note all boat sail numbers, class and helm/ crew. Ask if any of these are not known. We encourage people to sign-on but do not penalize if they do not!
- Each lap, boats should be logged through the line and sail numbers and lap times noted. This enables a check to ensure the correct number of laps have been completed and to help decide on the correct number of laps to sail and if/when to shorten course.
- Once the race is underway you need to collect the top copy of the signing on/off sheets and keep this in the race box / committee boat
- Try and aim for a race length of approximately 45 minutes for the leaders but do take account of tail-enders if they fall a long way behind. They may keep you waiting at the end for a considerable time. If they have been lapped consider finishing them earlier and record the number of laps completed for all competitors. The results can then take this into account.



## 12. CHANGING THE COURSE AFTER THE START

- Once the warning signal has been displayed the basic course CANNOT be altered! You cannot for example, add marks, subtract marks, change the order or direction of rounding, or reverse the course direction.
- If necessary, Rule 33 allows a mark of the course to be moved during the race; as long as no boats have started that leg of the course.

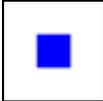
Flag signal	Number of sound signals when raised	Description
	C    	<p><u>Course Change</u></p> <p>When displayed the position of the next mark has been changed.</p> <p>Raise flag 'C' and make two sound signals</p> <p>If the direction to the mark has changed it shall be indicated by displaying the new compass bearing or a green triangular flag (or board) for a change to starboard or a red rectangular flag (or board) for a change to port.</p> <p>If the length of the leg has changed, then this shall be signaled by displaying a "-" if the leg will shorter or a "+" if the leg will be longer.</p> <p>Repeated sound signals should be made to draw attention to the signal.</p>

- If, following the warning signal it becomes vital to change the course (e.g. major wind shift, monumental error) the only recourse available to the race officer is to signal an abandonment, or general recall. Abandonment can be used to stop a race at any stage prior to the first boat finishing, and allows a complete re-start, a general recall only restarts the current and subsequent starts.



## 13.SHORTEN COURSE

Aim is to have a race of approximately 45 minutes for the leaders.  
You can shorten course at the finish line, or at any mark of the course, but only in the direction of the course!

Flag signal	Number of sound signals when raised	Description
	S 	<p><b><u>Shortened Course.</u></b></p> <p>If you wish to shorten course for all fleets on the race course, raise Flag 'S' and make two sound signals when the leading boat rounds the final mark before the finishing line, or comes within hearing distance. You must then finish the leading boat in each fleet followed by its pursuers!</p> <p>When shortening all fleets at the club line it may also be helpful to place the shorten course board against the railings of the Race Box.</p> <p>If a leading boat has already passed through the line when the shortened course is signalled you <b>MUST NOT</b> finish the following boats until after the leader next crosses the line.</p> <p>If you want to shorten course for individual starts or classes raise the 'S' Flag and relevant start or class flag(s) and make two sound signals when the leading boat rounds the final mark before the finishing line, or comes within hearing distance. Then finish as they cross the line.</p> <p><b>DO NOT</b> use the shorten course board when finishing individual starts or classes because of the confusion caused by non shortened fleets being able to see the board, but not the defining flags.</p> <p><b><u>Shortening at a mark of the course.</u></b></p> <p>Position the rescue boat at the mark to form a finishing line at right angles to the course from the last mark, and on the required side of the mark. Then proceed as for shortening at the finishing line.</p>



## **14. FINISHING**

Once the appropriate number of laps have been completed, either as set, or shortened as detailed in section **13.SHORTEN COURSE**, the procedure for finishing is as follows:

- Allocate responsibilities: - Race Officer to watch line and call boat sail numbers, race assistants to sound klaxon and record finish times on sheet.
- Boats finish when the first part of the boat/crew crosses the finish line (provided they are in their normal sailing position).
- When a boat which has started incorrectly (OCS) crosses the finish line do not give them a finishing signal. They do not get a finishing position - there is no need to protest!
- For all races note down class, sail number, finish time, elapsed time, number of laps and position of each finisher.
- Once all boats are finished, write up the above details accurately and neatly.
- Post results at signing on area with detail laps/times sheet attached behind.



## APPENDICES

### GUIDELINES FOR ALLCOMERS RACES

- Best practice is to run the event on an average lap time basis. This means that all boats competing will sail for approximately the same length of time. (i.e. if the Laser takes 50 minutes to complete 3 laps we do not expect the Optimist to do 3 laps taking 80 minutes)
- Remember to take account of the "massed start" when setting the starting line length to equal the sum of all the boat lengths plus one. ie 5 national 12s need 72 feet ! (22 metres)
- Also, ensure the first beat is long enough for the fleet to be reasonably spread out by the first mark. (May mean using the committee boat even if the wind direction would normally allow a race box start.)
- For allcomer races, it is vital to record the starting time, together with finishing times and number of laps for each boat.



## **SPECIAL RACES**

Special races are held on the Monday of most Bank Holiday weekends with prizes/trophy to be won on most occasions - see club handbook / notice board for details.

### ▪ **EASTER TROPHY**

Three Allcomer sprint races all to count. With first start at 13.00, 2nd at 14.30 and 3rd at 16.00 each race to last approx 45 min for mid fleet boats. The winner to hold the Trophy for one year, and to have his or her name engraved on it.

### ▪ **CHARITY REGATTA**

As Easter Trophy. The winner to hold the "R.N.L.I. Regatta Shield" for one year and to have his or her name engraved on it.

### ▪ **ASYMMETRIC SPECIAL**

Asymmetric special racing will comprise a single series: 4 races (2 sets 2 back to back): allcomers start: windward leeward course. The number of results to count shall be one more than half the number of races in that series rounded down (i.e. 3 results to count in a 4 race series).

### ▪ **SCOTT WHEEL PURSUIT**

Boat/helm combinations are given a personal handicap (instead of PY handicap) based on past performance. Starting time for the scratch Optimist is 13.30, with the race finishing as near as possible to 16.15 (again, 165 minutes after the scratch Optimist's start.) The aim is to make all boats sail a time equal to 10% of their personal handicap in minutes. Fleet captains are responsible for advising suitable handicaps for their fleet members to the race staff of the day, the latter's decision being final. The Trophy for this event is "The Scott Wheel Trophy" mounted on the bar ceiling. This trophy remains at the club with the winners name engraved on a rim shield.

### ▪ **EIGHT HOUR TEAM RACE**

An 8-hour Team race, starting at 10:00am, using a single class boat. Teams are picked randomly from all competitors (only exception is boat owner who is team leader). All team members must sail at least 1 lap with regular changes recommended during the race.

### ▪ **ALLROUNDER TROPHY**

Allcomers on PY. No competitor to sail the class of boat they normally use or race. 3 sprint races, 2 races to count. First race starts at 13:30.

### ▪ **LADIES RACE**

Three Allcomers sprint races, all to count, with first start at 13.00 2nd at 14.30 and 3rd at 16.00 each race to last approx 45 min for mid fleet boat's. Overall winner to hold trophy for one year and to have her name engraved on it.



- **OVER 60'S RACE**

A morning allcomers race for the over 60's. Race starts at 11:00. The winning team to hold the trophy for one year and have their name engraved on it.

- **RIVALS CUP**

A team pursuit race between fleets, starting at 11:00 with staggered starts. The aim is for all boats to sail a time equal to 5% of their PY handicap in minutes. Fleet captains are responsible for organising teams of three boats per class. The winning team to hold the trophy for one year and have their fleet engraved on it.

- **GEORGE FINCH PURSUIT**

Race starts at 13.30 with Optimists, other boats go before or after with Staggered starts. The aim is to make all boats sail a time equal to 10% of their PY handicap in minutes. The race will finish as near as possible to 16.15 (165 minutes after Optimist start.) First across the finish line wins. The winner to hold the "The George Finch Trophy" - a large crystal glass bowl - for one year and to have his or her name engraved on it.

- **ANNIVERSARY CUP PURSUIT**

Race starts at 13.30 with Optimists, other boats go before or after with staggered starts. The aim is to make all boats sail a time equal to 10% of their PY handicap in minutes. The race will finish as near as possible to 16.15 (165 minutes after Optimist start.) First across the finish line wins. The winner to hold the "Anniversary Cup" for one year and to have his or her name engraved on it.

- **KAY WARD TROPHY/ YOUTH REGATTA**

3 Allcomers races for Club Members for Helmsmen and Crews of 18 and under on the day of the race. The winner to hold the trophy for one year and to have his or her name engraved on it. Races will follow the same format as for the Easter Trophy.

- **EDGAR COOPER TANKARDS**

A long duration Allcomers race that starts at 14.00 and aims to end with the bulk of fleet (with PY around 1150) finishing around 16.00. Prizes for this event are Pewter Tankards to keep. The Tony Wright Trophy is awarded to the first Solo in this event.



## **GUIDANCE FOR GEORGE FINCH AND ANNIVERSARY CUP PURSUIT RACES**

- The aim is to make all boats sail a time equivalent to 10% of their PY number in minutes. This is achieved by staggered starts, with a fixed finish time. Start time is 13:30 for Optimists, and finish time 16:15 (165 minutes after Optimist start). Use the starting times listed on the following page. Start times are calculated as follows

*Starting time 16:15 minus (PY/10) (0.5 and above rounded up)  
E.g. Optimist 16:15 minus 1648/10 = 13:30*

- Write starting times for each class on the blackboard in front of the club house.
- Each competitor is responsible for noting their class start time.
- Hold a briefing to explain the starting and finishing procedures.

### **STARTING PROCEDURE**

- Use the normal flags (J, K, P) and sound signals for the "3,2,1" leading to the first (Optimist) start. At the 1-minute signal display boards representing the start time (minutes only) for the next start, e.g. "30". (Use lap number boards — redundant for pursuit races.)
- At the first start, sound the klaxon and lower the start time display boards.
- For each subsequent start, display the start time boards exactly 1 minute before the relevant start, then at the start time, sound the klaxon and lower the boards. (In some cases, simultaneous lowering for one start and raising for the next start will be necessary.)
- For the final start follow the above procedure, but in addition, at the start, drop flags J and K.

### **FINISHING PROCEDURE**

- Monitor the leaders, and finish the race at the mark of the course that will be the closest to the leader at race finish time. Remain on station to take remaining finishing positions.



<b>GEORGE FINCH &amp; ANNIVERSARY CUP PURSUIT RACE STARTS FOR A FINISH TIME OF 16:15</b>			
<b>CLASS</b>	<b>YD</b>	<b>RACE DURATION (MINS)</b>	<b>START TIME</b>
Optimist	1635	164	13:31
RS Tera Sport	1445	145	13:50
Mirror	1377	138	13:57
Topper / Illusion	1369	137	14:58
RS Tera Pro	1364	136	13:59
Laser Pico	1300	130	14:05
RS Feva XL	1248	125	14:10
Laser 4.7	1210	121	14:14
Firefly	1174	117	14:18
Laser Radial	1150	115	14:20
Solo	1142	114	14:21
GP14	1133	113	14:22
RS Vision	1133	113	14:22
Enterprise	1126	113	14:22
Lindy	1116	112	14:23
RS Venture	1114	111	14:24
Laser Stratos	1114	111	14:24
Laser 2000	1114	111	14:24
Wayfarer	1105	111	14:24
420	1105	111	14:24
Laser	1101	110	14:25
RS Vaneo	1093	109	14:26
Flying 15 Classic	1051	105	14:30
RS200	1046	105	14:30
Flying 15 Silver	1039	104	14:31
Flying 50 Gold	1021	102	14:37



## **GUIDANCE FOR RIVALS CUP**

- A team pursuit race between fleets, starting at 11:08 with staggered starts. The aim is for all boats to sail a time equal to 5% of their PY handicap in minutes. Fleet Captains are responsible for organizing teams of three boats per class.
- Start time is 11:08 for Optimists, and finish time 12:30 (82 minutes after Optimist start). Use the starting times listed on the following page. Start times are calculated as follows

*Starting time 12:30 minus (PY \*0.05) (0.5 and above rounded up)  
E.g. Optimist 12:30 minus 1648 \*0.05 =11:08*

- Write starting times for each class on the blackboard in front of the club house.
- Hold a briefing to explain the starting and finishing procedures.

### **STARTING PROCEDURE**

- Use the normal flags (J, K, P) and sound signals for the "3,2,1" leading to the first (Optimist) start. At the 1-minute signal display boards representing the start time (minutes only) for the next start, e.g. "30". (Use lap number boards — redundant for pursuit races.)
- At the first start, sound the klaxon and lower the start time display boards.
- For each subsequent start, display the start time boards exactly 1 minute before the relevant start, then at the start time, sound the klaxon and lower the boards. (In some cases, simultaneous lowering for one start and raising for the next start will be necessary.)
- For the final start follow the above procedure, but in addition, at the start, drop flags J and K.

### **FINISHING PROCEDURE**

- Monitor the leaders, and finish the race at the mark of the course that will be the closest to the leader at race finish time. Remain on station to take remaining finishing positions.



<b>RIVALS CUP TEAM CLASS RACE STARTS FOR A FINISH TIME OF 12:30</b>			
<b>CLASS</b>	<b>YD</b>	<b>RACE DURATION (MINS)</b>	<b>START TIME</b>
Optimist	1665	83	11:07
RS Tera Sport	1445	72	11:18
Mirror	1377	69	11:21
Topper / Illusion	1369	68	11:22
RS Tera Pro	1364	68	11:22
Laser Pico	1300	65	11:25
RS Feva XL	1248	62	11:28
Laser 4.7	1210	61	11:29
Firefly	1174	59	11:31
Laser Radial	1150	58	11:32
Solo	1142	57	11:33
GP14	1133	57	11:33
RS Vision	1133	57	11:33
Enterprise	1126	56	11:34
Lindy	1116	56	11:34
RS Venture	1114	56	11:34
Laser Stratos	1114	56	11:34
Laser 2000	1114	56	11:34
Wayfarer	1105	55	11:35
420	1105	55	11:35
Laser	1101	55	11:35
RS Vareo	1093	55	11:35
Flying 15 Classic	1051	53	11:37
RS200	1046	52	11:38
Flying 15 Silver	1039	52	11:38
Flying 50 Gold	1021	51	11:39



## **SAILING INSTRUCTIONS**

The following instructions supersede all previous instructions issued by the Club.

### **1. RULES**

All races will be sailed under Racing Rules of Sailing (RRS) and Class rules subject to any modification herein, and where applicable, the International Regulations for Preventing Collision at Sea.

### **2.1. ENTRIES**

All boats must be entered on the form provided. All boats must be in possession of a valid certificate of measurement which must be produced on demand of the Sailing Committee. The Sailing Committee reserves the right to measure any boat. All boats and boards must be covered by Third Party Insurance to a minimum value of £2,000,000.

### **2.2. NOTICES TO COMPETITORS**

Notices to competitors will be posted on the official notice board located in front of the clubhouse.

### **2.3. CHANGES IN SAILING INSTRUCTIONS**

In the event of any alterations to these instructions being necessary flag L will be displayed on the flagstaff in front of the Clubhouse. The new instructions will be affixed to, or written on, the official notice board, at least 30 minutes before the race is due to start.

### **3. BUOYS**

- (a) Buoy Number 1 will be positioned in the vicinity of the Club House. Numbers 2 to 9 inclusive will be positioned in a clockwise manner reading from Number 1.
- (b) Buoys 1,2,3,4,5,6,7,8,9 are yellow and spherical. - Static marks
- (c) Buoys lettered X and Y are movable marks and will be positioned by the Race Officer according to the needs of the course. Buoy X is pink and spherical, Y is black and spherical.
- (d) Other marks e.g. withies, around the edge of the lake denote the existence of shallows. Red and green marks denote navigable channels between shallows.
- (e) All numbered marks and X and Y are rounding marks.

### **4. STARTING AND FINISHING LINES**

#### **(i) CLUB LINE**

The Club Starting/Finishing Line will be formed by the transit of a red staff with a red triangular top mark and a yellow staff with a yellow cross top mark. These staffs are situated in front of the Race Officers Box. The limits of the Club Line are defined by inner and outer limit marks which are orange spherical buoys. When the Club Line is to be used for starting a bell will be rung approximately 15 minutes before the start.

#### **(ii) ALTERNATIVE LINE**

This will be formed between a red and white staff either on shore or on the Committee Boat and an outer limit mark coloured red and white. An inner limit mark (red and white) may also be used and boats must not pass between this and the



Committee Boat. When the Alternative Line is to be used for starting, a bell will be rung approximately 25 minutes before the start and the Flag "W" will be flown on the front of the Club House.

## **5. COURSE**

In Thursday, Saturday and Sunday Series Races, boats with a PY more than 1230 sail 1 lap less than indicated.

### **(i) STARTING AND FINISHING AT THE CLUB LINE**

The order in which the buoys of the course are to be rounded will be indicated by numbered boards at the front of the Race Officers Box. The colour of the boards will indicate the hand to which the buoys are to be rounded, i.e. Red to Port, Green to Starboard.

A board displaying "L" indicates that boats must cross the defined starting line at that point in the course on every lap. The above boards to be read from left to right. The number of laps to be sailed will be indicated by a white numeral on a black board, near to the course boards.

### **(ii) STARTING AND FINISHING AT THE ALTERNATIVE LINE**

As (i) except that the course boards and number of laps will be in the vicinity of the Alternative Line.

## **6. STARTING RACES**

Races shall be started in accordance with RRS rule 26, except that signals will be 3,2,1,0 minutes before starting signal and that all sound signals shall be of a similar length. The sound signal may be a klaxon, horn, whistle or gun. The times and order of starts shall be as in the Notice of Race [Open Meetings], or Club Handbook [Club Events].

## **7. RECALLS**

These will be in accordance with RRS rule 29.

## **8. STARTING PENALTIES**

Starting Penalties as prescribed in RRS rule 30 will apply.

## **9. TIME LIMIT**

The time limit for class races will be 1<sup>1</sup>/<sub>2</sub> hours from the time of starting. Providing the leading boat finishes within the prescribed time limit only those boats finishing within 30 minutes of the leading boat will qualify for finishing points. For all-comer handicap events only boats finishing within 55 minutes of the leading boat will qualify for finishing points. The time limit for the sprint series will be a maximum of 45 minutes for all boats. Four sound signals will denote the expiry of the time limit. Pursuit races, Edgar Cooper Tankards & the 6 & 12 Hour races are not subject to this rule. If yachts are timed out the appropriate retirement points are awarded.

## **10. SHORTENING COURSE, ABANDONMENT, AND CHANGE OF COURSE AFTER STARTING**

Procedure will be in accordance with RRS 32 and 33, except that when individual classes are being shortened flag "S" may be flown adjacent to, rather than over, the class flag(s) applicable.



## **11. CLASS FLAGS**

The following flags will be used to identify individual classes:-

Fast Handicap – flag ‘K’

Slow Handicap – flag ‘J’

Junior – flag ‘T’

For club class racing Flag 1,2 & 3 will be assigned by Race Officer as required.

## **12. PENALTIES FOR RULE INFRINGEMENTS**

The 720 degree turns penalty system, RRS rules 44.1 and 44.2 will apply.

## **13. RETIREMENTS, PROTESTS AND RULE INFRINGEMENTS**

Signing off is not required, but retirements should be notified to the race staff as soon as practicable or noted on the race sheet. Protests must be made on forms provided within 30 minutes of finishing. The Protest Committee may allow an extension of these times in special circumstances. Protests will be heard as soon as possible after the race.

## **14. SCORING**

**OPEN EVENTS** – The Low Point system will apply, unless stated otherwise in the Notice of Race. In a series event, the number of races to count will be one more than half the number of races sailed, rounded down, unless stated otherwise in the Notice of Race.

**CLUB EVENTS** – As defined in “Racing Information” on the MNSC website

## **15. SAFETY**

(a) All persons afloat on the Clubs waters shall wear a properly fitting and fastened buoyancy aid complying as a minimum with European Standard CEN reference EN 393 (Buoyancy aids – 50N).

(b) A Black Shape indicates that wet or dry suits should be worn in addition to the personal buoyancy described above.

Signals relating to safety will be flown from the flagstaff in front of the Clubhouse.

## **The Sailing Committee – January, 2023**



### RYA Portsmouth Yardsticks 2023

	<b>Class</b>	<b>PY</b>
PY	RS 400	940
PY	FIREBALL	952
PY	RS AERO 9	1010
PY	TASAR	1017
PY	FLYING FIFTEEN	1021
PY	RS 200	1046
PY	NATIONAL 12	1064
PY	SUPERNOVA	1077
PY	RS VAREO	1093
PY	420	1100
PY	ILCA 7 / Laser	1101
PY	WAYFARER	1105
PY	2000	1114
PY	ENTERPRISE	1126
PY	GP14	1133
PY	RS AERO 5	1136
PY	RS VISION	1137
PY	SOLO	1142
PY	ILCA 6 / Laser Radial	1150
PY	COMET	1210
PY	ILCA 4 / Laser 4.7	1210
PY	RS FEVA XL	1248
PY	RS TERA PRO	1364
PY	TOPPER	1369
PY	MIRROR (S/H)	1377
PY	MIRROR (D/H)	1387
PY	RS TERA SPORT	1445
PY	OPTIMIST	1635
PY	TOPPER 4.2	1420
PY	RS Aero 6	1105

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