



Clwb Hwyllo Pwllheli Sailing Club
Hafan, Pwllheli
Gwynedd
LL53 5YT
Phone: 01758 613343
Email: office@pwllhelisailingclub.co.uk
Web: www.pwllhelisailingclub.co.uk



RYA Cymru-Wales
8 Llys Y Mor, Plas Menai,
Caernarfon, Gwynedd.
LL55 1UE.
Phone: 01248 670814
Web: www.ryacymruwales.org.uk

Event Manual

Welsh Youth and Junior Championships

22nd & 23rd April 2017 - Clwb Hwyllo Pwllheli Sailing Club

Contents:-

- Page 1: Foreword
- Page 2: Useful Contact details
- Page 3: Event Program
- Page 4: Volunteer and Safety Boat Briefing Document

Appendices:-

- 1.RYA Major Youth Event Safety Standard Operating Policy and Procedures
 - a.Abbreviations
- 2.Call Signs and Safety Fleet List- Inc. Radio Channels
- 3.Notice of Race – Main Fleet & Regatta Fleet
- 4.Sailing Instructions- Main Fleet & Regatta Fleet

Welsh Youth and Junior Championships 2017

Welcome

On behalf of RYA Cymru-Wales and Clwb Hwyllo Pwllheli Sailing Club, I would like to thank you for offering to assist with the 2017 Welsh Youth and Junior Championships.

Without this assistance, we would not be able to hold this championship which would be a great loss to all youth and junior sailors within Wales.

Our visitors, competitors, parents, volunteers and staff are very welcome and we hope all enjoy their visit to Pwllheli and the event.

Best wishes to you all and let us hope for a highly successful and enjoyable weekend.

Mike Butterfield (Chairman- RYA Cymru Wales)

Eifion Owen (Clwb Hwyllo Pwllheli Sailing Club – Commodore)

Overall Organisational Structure					
Event Director		Paul Simes 07823 338374		Pwllheli Event Co-ordinator	Eifion Owen
Event Safety Officer		Paul Simes 07823 338374		Bridge- channel 37a, 69, 72	Peter Turner
Child Protection Officer		Ruth Iliffe 07824 990696			
Blue		Yellow		Regatta Fleet	
PRO	Mike Butterfield	PRO	Christopher Hoppins	CRO	Ken Newing
Course Safety Leader (CSL)	Sarah Williams	Course Safety Leader (CSL)	Max Todd	Course Safety Leader (CSL)	Anthony Robinson

Event Program

Friday 21st April 2017

1-2pm	RYA Cymru-Wales staff arrive to set up registration and banners
16.30-19.30	Registration – Race Office (Plas Heli)
09:00 - 18.00	RIB launching – phone Westcoast Marine on 01758 701254 to book quoting RYA Cymru Wales. They have a list of pre-authorized RIBs

Saturday 22nd April 2017

08.20	Registration Volunteers Briefing – Race Office
08.30 – 10.00	Registration – Race Office (Plas Heli)
08.45	Race Management Meeting - Protest Room
09.00 -	Event Volunteer Briefing- everyone except those running Registration – Protest Room
09.15	Regatta fleet coach briefing – Protest Room
09.30	Event Safety Briefing – Protest Room
10.00	Competitors' Briefing – Main Hall

	Main Fleet	Regatta Fleet
10.00		Regatta Fleet meet with Coaches for morning training
10.45	Safety Fleet on the water	
11.00	Main Fleet Launch	
11.25	First Warning Signal for Main Fleet	
12.30 – 13.30		Regatta Fleet in for lunch...
13.30		Meet Regatta Fleet Coaches and Launch for afternoon racing
16.30	Main fleet in (approx.)	Regatta Fleet meet Coaches for debrief
	Pasta	Pasta

Sunday 23rd April 2017

08.45	Race Management Meeting – Protest Room
09.00	Event Safety Meeting – Protest Room

	Main Fleet	Regatta Fleet
09.15	Safety Fleet Launch	Regatta fleet meet with Coaches
09.55	First Warning Signal for Main Fleet	

End of Racing-Safety Boat Recovery - Event Pack up

15.30	Estimated Prize Giving –Main Hall
-------	-----------------------------------

Volunteer & Safety Boat Briefing Document

Volunteer Briefing All event volunteers (shore based or water side) must attend the 9.00am Volunteer Event Briefing with exception of the registration volunteers who's event briefing will be held pre-registration opening @ 8.20am.

You are requested to bring with you to the volunteer briefing;

- Volunteer registration form Inc. next of kin details or alternatively fill out the online registration
- Powerboat drivers: Minimum RYA Powerboat Level 2 certificate
- A completed self-declaration or alternatively copy of the front page of your latest CRB check if possible (Max. 3 yrs old)

Forms are available prior to the event from the event website.

Child Protection Please make yourself aware of the contents of the RYA Child Protection Policy <http://www.rya.org.uk/infoadvice/childprotection/Pages/CPPolicy.aspx>

Event Child Protection Officer: Ruth Iliffe 07824 990696

Weather: Forecast will be displayed on the event notice board and will be discussed at race management and safety briefings.

RIBS

RIB Drivers - no U18's are permitted to drive a RIB at Pwllheli unless under direct supervision of an adult. All RIB drivers must hold a minimum of RYA Powerboat level 2 and will be asked to produce a copy of their certificate. If unable to do so the individual will be asked to sign declaration that they hold RYA Powerboat level 2.

Launching – Friday evening up until 6:00pm. Saturday between 8.00- 9.30am. All RIBs will be launched and recovered by Westcoast Marine free of charge (on RYA Cymru-Wales account). Please ring Westcoast Marine on 01758 701254 to book your launch during the times above, they have a list of RIBs.

Please note: once you have launched your RIB, all overnight mooring must be done on the PSC pontoons. Please do not berth on the Marina pontoons as you may get charged for the privilege!

Trailers - Please store your trailers on the Left Hand Side of the compound (as you come from the slipway) next to the fence. You will be given two tags which will aid recovery, (One for your RIB, One for your Trailer).

Recovery - No Safety boats to be recovered before all competitors are ashore. Recovery on Sunday **WILL** be co-ordinated by RYA Cymru Wales by VHF, Westcoast Marine will be asked not to deal directly with any-one else in conjunction with the event. We will endeavour to get the furthest travelled RIBS off first and ask that you help us with this aim.

Fuel: Please start the weekend with a full tank of fuel. You will be issued a fuel card which will allow you to refuel your RIB after use on Sunday at the fuel station in Pwllheli marina.

Food, water and sun cream: Please ensure that you have adequate food, we'll provide a packed lunch for you, water and sun cream! (Both for yourself and competitors that may need some).

Food, drinks etc. for competitors: All official RIBS – please be prepared to carry food and drinks etc. for competitors. Support is fine between races, but please keep clear of those still racing and remember you cannot help competitors once the preparatory signal has gone.

Life Jackets (Buoyancy Aids) and Kill Cords:

Please ensure that these are used at all times when on the water.

Identification flags:

All official boats will carry an identification flag as follows:

- Yellow fleet – Yellow flags
- Blue fleet – Blue flags
- Regatta course – Red flags

Please return these to the Race Office at the end of the event.

Competitor Launching: Verbal instruction from Beach Master with a long sound signal, launching will be allowed once the Course Safety Leader is satisfied that there are sufficient safety boats afloat. CSL will confirm with 'Beach' when to launch, and confirm when all sailors are launched, and will then establish radio communications with all RIB's. Please note Regatta Fleet Sailors may need more assistance than Main fleet sailors.

We won't launch sailors until we have cover!

Escorting sailors to and from the race area: No Boats will be towed unless instructed by Course Safety Leader / Race Officer. At the end of racing, subject to weather conditions, as the first sailors come across the finishing line, the Safety Control may allow them to sail directly to the beach under the supervision of the safety RIB's released from the course.

Retiring Sailors: Sail numbers of Retiring Sailors and or Sailors that have been finished on the Course (W flag) must be reported to the Committee Boat. Retiring sailors returning ashore are asked to inform the Race Office after tallying off.

*****Please ensure you understand how best to do this. Please speak to the Race Committee if you're not sure*****

Emergency Procedure: Please see RYA Major Youth Event Safety Standard Operating policy & Procedures

Emergency collection point: If you need to bring in a seriously injured sailor (or other person), the ambulance collection point is the top of the slipway at the Hafan fuel pontoon, all other injuries to be brought to the Plas Heli pontoons opposite the Plas Heli Building. Radio the Event Safety Officer to arrange this.

Under NO Circumstances should sailors proceed ashore without prior permission of the CSL or Race Officer

Capsized boats: In the event of a capsize, the nearest available safety boat is asked to attend. This will serve as an indication to other safety boats that the capsized boat is being dealt with. Please allow the sailor to make every effort to deal with the situation, before stepping in...Once you consider the sailor is in control, move away.

Tape for abandoned boats:

Tape will be given out at the Event safety briefing. If you need to take a sailor(s) off a boat and leave it, tie a strip of tape to the transom (rudder fitting) – then it can be identified that the sailor(s) are safe. Always communicate this to your CSL. Abandoned boats can also be collected and tied astern of the mother ship.

Medical information:

All competitors have been asked to fill in a medical information sheet. This information will be collected at registration and each CSL will be given details of sailors with conditions we need to be aware of.

Numbers on the water:

Following registration, final numbers for each fleet will be given to the Fleet Race Officers, CSLs and Beach-masters. Once each fleet has launched the Beach-master will confirm to the CSL and RO each fleets numbers.

Local Hazards / Requirements Speed:

Safety Boats to maintain slow and controlled speed when in proximity to sailors. Drivers are requested to be respectful of the environment when it comes to speed, unless under exceptional circumstances. Keep to the channel buoys opposite Partington Marine and at the 4Kt speed limit

Anchoring: No RIB is to Anchor in the bay unless for safety reasons or without prior permission of the CSL.