

## Recreational Sailing

- A recreational sailing session is defined as a session where no teaching or instruction is delivered and sailors must be of a sufficient level of competence to sail without need for instruction. Examples of recreational sailing sessions are the “free sails” and specific events such as special event days during the summer months (past examples have included the Golden Jubilee celebrations and Kings Coronation).
- All sessions must be run by an appointed OOD (Officer of the Day) and AOD (Assistant Officer of the Day).
- Ideally the OOD should be an RYA qualified instructor or Assistant instructor with a current first-aid certificate. Other options will include experienced sailors willing to accept the responsibility for running the day, such as committee members or other experienced parents.
- The OOD must complete a risk assessment for the day, make sure that the session is safe to run and be responsible for the session.
- All session attendees must sign in and both risk assessment and attendance sheet must be posted in the white postbox at the end of the session.
- The OOD must have a radio and remain on the shore making sure the session runs smoothly.
- OOD and/or AOD are responsible for the unlocking and locking of the club and storage areas.
- The OOD is the person in charge of the running of the day, and for making sure that the rules are adhered to.
- Members sailing must obey the rules
- Parents are responsible for all minors and that they are accompanied at all times.
- The OOD is responsible for the batteries to be put on charge for the power boats and that the radios are correctly put on charge.
- The OOD is responsible for leaving the club in a clean and tidy manner.
- The OOD must report any incidents and fill in the correct form if first aid is administered (accident form). All incidents and accidents **MUST** be notified to the Principal and Chief Instructor within 24 hours and as detailed in the Operations manual section 3.7.
- Any maintenance issues **MUST** be reported to the Bosun. The contact telephone numbers are on the notice board if assistance is required at any time.
- The AOD is there to assist the OOD. They may man the safety boat with 1 other member or remain ashore if the OOD is afloat and the AOD must also hold a PB2 certificate.
- The AOD may be the safety cover for that day – the decision and separation of roles is to be decided by the OOD and AOD. They should ideally have another member to help them with running the day
- The AOD may help and assist rigging and derigging the boats and ensuring that they are correctly assembled and packed away.
- The OOD and AOD are responsible for cleaning the club and changing rooms and making sure that all bins are emptied and ready for the next session.
- No tuition will take place during the session as these sessions are for more experienced sailors and recreational sailing only.
- All sailors must be mindful of the fishermen that also share the lake with us.
- All sailors must act responsibly and respect all of our equipment.
- Sailors are responsible for rigging, launching, keeping clear of other boats and fishing lines and safely returning to shore at the end of the session or when they choose. Collisions must be avoided at all costs. Sailors are responsible for ensuring that all equipment, sails and the boats sailed are derigged and packed away ready for the next session.