

# Christchurch Sailing Club

## Dinghy Race Officer Instructions

### Pre Race

Check the type of race scheduled in the club programme and the weather forecasts for race day. Contact your Assistant and Escort Skipper to confirm they will report for duty on time.

On race day you are in overall charge of all race operations, with particular attention to safety. It is your decision to cancel racing if you consider conditions are not suitable. In order to allow class captains to contribute to your decision-making your decision should be made at the club no earlier than 45 minutes before the start. It is stressed that the final decision is yours and yours alone. In some circumstances you may decide to delay the start if there is a likelihood that conditions might improve, or restrict the number of types of boat sailing. For example Class 4 boats are often safe to race in higher winds than Scows. The class captain or class representative usually sets the course but the responsibility is yours and you have the final say.

### Sea Races

Two ribs will be in use for all sea races where dinghies are involved  
Two Crew (Max) will be in each rib at any time on escort duty at Sea.  
A formal safety briefing prior to all sea races is to be conducted by the Race Officer

### Race Day Preparation

Arrive at the club allowing the minimum period before the start:

Club Start	1 hour
Harbour Start	1 ½ hours
Sea Start	2 hours

The weather forecast for the day can be checked on the computer stations in the Club House.

Refresh your understanding of the CSC sailing instructions and RYA Racing Charter.

Ensure that "Dinghy Race Entry Sheet(s)" are on the notice board. Collect "Dinghy Race Finishing Order And Time Sheet" from the holder beside the sailing office if there is not one with these instructions.

Check all your duty officers are on site, a "no show" to be substituted from the offender's fleet. Instruct your Assistant to collect the equipment bag for the assigned committee boat from the store in the boat shed and also collect the AutoHoot apparatus, flag staff, life belt and radio (lock code 8315#). Instruct your Assistant to check the boat, start the engine and test the radio (channel 15 in the harbour and channel 77 at sea).

If there is any doubt about the prevailing conditions, display flag Y (life jackets / buoyancy aids must be worn). Competitors not wearing personal buoyancy will be disqualified and not permitted to race.

Have your Assistant collect the "Dinghy Race Entry Sheet(s)" from the notice board

20 minutes prior to a club line start

45 minutes prior to a harbour start

1 ½ hours prior to a sea start.

Also check for late entries.

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### The Race

For harbour starts have the committee boat on station with plenty of time. Remember that, for example, a 1030 start means that the first five minute warning is scheduled at 1025.

With your Assistant, check the boats on the water against the Dinghy Race Entry Sheets and agree the number with the Escort Skipper. Check sail numbers for any late entries.

Set a generous length of start line and endeavour to set a true windward first leg.

Use the AutoHoot to initiate first start. Once switched to on, it will continue the sequence of 5-4-1-Go until switched off. You are then able to concentrate on the raising and lowering of the flags and checking for boats over the line at the starts. The red button on the AutoHoot can be used for recalls and will not affect the sequence of start sound signals. For a club line start sound signals are sufficient, although the committee boat can be positioned moored in line with the start transit and flags used as well as sound signals.

Time Limits:

Evening/Winter            1 ½ hours

Harbour Olympics        1 Hour

Other races                3 Hours

If any boat in the class finishes within the time limit, allow 20 minutes for other boats to finish.

Anchor at the finish line in plenty of time and fly the blue flag to show on station.

Record the finish time on the “Dinghy Race Finish Order And Time Sheet” to enable their handicaps to be calculated by the class captain or nominated representative.

Check with the Escort Skipper that all boats have finished or been accounted for. Assist in towing any dinghies back to the club.

Return the committee boat to the club, complete the boat log and return equipment to the boathouse.

### Post Race

Deal with any queries from competitors and/or class captains. Should a protest be made, take a note of the details and contact the Sailing Secretary who will arrange a protest meeting later.

Place the “Dinghy Race Finishing Order And Time Sheet” and the “Dinghy Race Entry Sheet(s)” in the Office post box. These will be collected by the secretaries who will scan them and send them to the class captains (or nominated representatives) for calculation of corrected times and placings and recording for award of trophies. Secretaries will send these sheets to all relevant class captains or nominated representatives even if there are no entries from that class or the race is cancelled, so that a full record can be maintained. The “Dinghy Race Finishing Order And Time Sheet” and the “Dinghy Race Entry Sheet(s)” will be held in a file by the secretaries until the awards evening, after which they will be disposed of.