



**WSSYSA Regatta 2019, September 7th & 8th hosted at
Felpham Sailing Club**

TEAM MANAGER'S BRIEFING

Dear Team Manager,

We look forward to welcoming you to the WSSYSA Regatta. In this document we outline a few procedures that we hope will ensure that the weekend flows well, makes your life easier, and ensures that the competitors have an enjoyable and safe time racing.

There will be a **Team Manager Briefing on Saturday 7th September at 09.00 at the Club**, during which we will review the information below and answer any questions you may have. Please feel free to contact the Event Organiser, Roger Belton, before then if you have any queries. See page 6

GENERAL

WSSYSA would like to respectfully remind Team Managers that you are responsible for the young people within your team and it is you who makes the decision as to whether they are sufficiently competent sailors given the prevailing conditions. This is not the role of the Race Committee or the Safety Team.

Please ensure that you are aware of any medical condition of a racer in your team that might be relevant to their participation in this event and that any medical information that the safety team is required to know in order to ensure the racer's safety is provided at registration.

In the unlikely event of an incident, you will need to act on behalf of the parent(s) of the competitor(s) (if they are not present), and will need to allocate someone from your support team to stay with them in the First Aid area or, if necessary, go to hospital with them until they are reunited with their parents/guardians.

At Registration the Team Manager will be provided with trolley tags and coloured wristbands signifying fleet allocation. The Team Manager must ensure that the racers are given the correct colour wristband (signifying fleet) and trolley tags are attached to the handles of trolleys. At the ramp threshold a personal tally will be allocated to each racer and at the same time checks will be performed to ensure trolley tag and Fleet wristband are all present. Racers will be stopped from taking their dinghy to the beach until until all three items are identified correctly.

Safety Boats

A regatta of this type needs a strong safety fleet. Your assistance in providing one or more safety boats staffed with skilled safety crews is much appreciated. This event can only run with your support. If you are bringing a Safety Boat (or two), please advise the Event Organiser Roger Belton in advance (to help with Regatta planning).

Proper use of killcords is mandatory.

Fuel used will be replaced or reimbursed.

There will be a **Safety Boat Briefing on Friday 6th September at 19:00 at Felpham SC.**

Safety boats on road trailers may be left at FSC overnight. A security guard will be on duty Friday and Saturday nights.

Please would visiting safety crews please provide their own radios. We will be using Channel 37 (M1) for Safety Boat crews and Race Management. Safety boats should be equipped with two tow ropes and two spare anchors (anchors to be used for anchoring abandoned dinghies).

BEFORE THE EVENT

Team Entry Form

Your team entry forms with all entrants, dinghy class and their sail numbers must be submitted via email to Roger Belton, Event Director, roger.f.belton@gmail.com by no later than 31st August. Entries from individual sailors will not be accepted. Late changes may be submitted on the day, but this is by exception and we reserve the right not to accept additional entries for whatever reason.

Please ensure that you are aware of any medical condition of a racer in your team that might be relevant to their participation in this event and that any medical information that the safety team is required to know in order to ensure the racer's safety is provided at registration.

Please would you ensure that your name and mobile phone number are provided on the team entry form, as you will be route of all communications with your team.

Sail numbers

All competitors will require a number on their sail for identification by the race team. If there is no clearly identifiable number on their sail, the race team may not be able to place the competitor. Please ensure that this is done or, in the absence of a number, mark the sail with the name of the team and a number e.g. DQSC 1, CYC 1. Just a number '1' is not sufficient as there may be many duplicates. Please help in this matter so that racers are not disappointed by not being placed. Please ensure that you let the Regatta Secretary know in advance of the weekend the sail numbers for your sailors. This is essential so that this can be recorded in the results system ahead of the regatta. Thank you for your help with this.

Arriving at Felpham Sailing Club and delivery of dinghies.

Dinghies, multi-stack trailers and powerboats may be delivered to Felpham SC on Friday 6th September between 15:00 and 20:00. Team Managers are encouraged to deliver the majority of competing dinghies on Friday so as to ease congestion on Saturday.

Felpham Sailing Club is at the end of Blakes Road at PO22 7EE. Trailers will be unhooked and pushed around the promenade to the Eastern Greensward where they will be located in Team groups. Dinghies will be unloaded off roof racks in Blakes Road as well.

Powerboats will be kept in the dinghy compound overnight.

Once delivery vehicles have been unloaded they should be moved out of Blakes Road so as to ease congestion. There is no parking available at Felpham SC.

AT THE EVENT

Boat and Trailer Storage

Road trailers must remain on the Eastern Greensward for the duration of the event. Dinghies and launching trolleys will be stored in team areas on the Greensward. Please do not block access to beach huts. Please keep all trailers and dinghies within the roped off area.

Moving to the beach

Rigging and derigging of dinghies is best done on the beach. Flapping sails are a hazard for competitors and members of the public, and a sail that fills with wind will pull a dinghy over on the prom. Sails should be left in the boat or furled around the mast while the dingy is walked to the beach. For Lasers it is easy to lay the mast on the deck. The same procedure should be followed for return after sailing. If sails are left flapping a walker should hold the clew to help prevent injuries to those nearby.

On a sunny day the Promenade will be busy with pedestrians, dog walkers, cyclists and mobility scooters. Please organize your team to be aware and vigilant when using the Prom.

Tags and Tallies

Each dinghy should have a trolley and each trolley should be tagged. Trolley tags will be provided on either Friday evening or Saturday morning. No dinghy will be allowed on the beach without a trolley tag. In addition every child will be given a personal tally at the ramp threshold. This will be returned after sailing at the top of the ramp. A Fleet reminder tally will also be provided.

Use of Greensward near beach huts

Please keep property clear from beach huts and leave free access to beach hut users. Please keep within the roped off area.

Dogs

Well behaved dogs are allowed inside Felpham Sailing Club, but not upstairs or on the balcony. They are allowed on beaches east of the club, but not on the beach in front of the club and to the west. Dogs must be on a lead on the promenade, on the Greensward and in the Club.

Team Registration

The Race Office is located upstairs in the Club. The team manager should register from 08:00 to 09:00 on Saturday and confirm the correctness of the team entry details (individual sailors are not required to attend). Retirements and protests may also be submitted in this space, and results will be posted here once available.

The Team Manager shall have sole responsibility for the conduct of their team and supporters while at Felpham SC, apart from when sailing (when the on-water team will look after the sailors).

Neither WSSYSA nor FSC accepts responsibility for any equipment left on site.

Accommodation/Camping

There is no overnight accommodation or camping at Felpham Sailing Club.

Refreshments

FSC will sell rolls and snacks & hot and cold drinks from the kitchen. Ice creams & choc bars will also be available. It is rumoured that early morning bacon butties will also be available. We usually have a free cake available for competitors after racing.

Water will be available from the kitchen and bar.

It is planned that Safety Boat crews will be provided with a packed lunch.

Refreshments will also be available from the Boathouse café (next door) and the Lobster Pot Café (100m west of FSC along the Prom. The Fox Inn is at the end of Blakes Road too.

Toilets, etc

Public toilets are available immediately adjacent to FSC. Showers will be available, but the changing rooms are limited in size. Swimming costumes to be worn in showers. It is advised that adults should not change with children present. Separate tented changing rooms will be provided for adults. It would be helpful if personal bags are removed from the changing rooms to avoid congestion.

An accessible toilet & shower is available.

First Aid

Qualified First Aiders will be on site during the Regatta, but not overnight, or on Friday.

First Aiders will be present near the Beach Thresholds.

It would be sensible for Team Managers to have their own first aid kit available.

Security

An overnight security guard will be provided from 8pm to 8am on Friday and Saturday nights. The guard will patrol the Greensward and Club areas.

Competitors Briefing

The coaching session will take place in the **marquee** at 09:15 on Saturday, the race briefing will follow immediately afterwards. Racers should attend both and Team Managers are encouraged to attend the race briefing. Please can other supporters stand back and give priority and room to these people in order that they are able to hear and take part in the briefing.

Safety of the Racers

A Personal Tally (numbered wrist band) will be provided to each racer at the Beach Threshold. At the end of racing the Personal Tally must be returned at the Beach Threshold. Any missing Tallies/racers must be reported to the Beachmaster. **Until all tallies are accounted for safety crews will not be stood down so please ensure this task is undertaken.**

The acceptance of a Personal Tally is the same as signing on for racing. The return of the Personal Tally is the same as signing off racing. Racers should notify their Team Manager of retirements and/or protests who will guide them to Race Management.

Safety crews will be able to communicate to sailors before, and in between races, but not during races, except in an emergency. All sailors need to follow instructions from safety boats.

Radios

The Regatta shall use channel M1/37A 157.850MHz for communications between Safety boats.

Please ensure each visiting Safety Boat is provisioned with at least one VHF Radio and preferably a spare.

Tow Ropes

Each Safety Boat shall carry at least two tow ropes. Competitors are not required to carry tow ropes.

Launching and Recovering

Please would the Team Managers ensure that your team's supporters help launch and recover your racers and boats. They will need to be appropriately dressed to enter the water to help with this. The Beachmaster(s) will direct you to where your dinghies should launch from and when to launch. FSC will support competitors with a beach team if needed. Competitors need to be advised to return to the beach where they launched from, which is where you will be waiting for them with their launching trolley.

Each dinghy must have its own launching trolley. Trolley tags will be provided at registration to Team Managers. Enquire at the Race Office for replacement/incorrectly marked trolley tags.

Racers will need to follow the instructions of the beach team and safety boats as they will launch and recover by fleet colours. This will be detailed in full at the Race Briefing. Fleet Colour wristbands will be checked at Beach Threshold.

International Regulations for Preventing Collisions at Sea

Right of Way - even if someone feels they are in the right a **collision must be avoided.**

Protest Procedures

Team managers must make their team aware that a protest can only be made at the time on the water by hailing protest and letting either the safety boat or the committee boat know of their protest **before** coming off the water. This will then be dealt initially by a discussion with the individuals and team managers before a formal protest committee is initiated. An impartial party will be at hand to mediate these discussions.

Prize-giving

This will be as soon as possible on Sunday after racing (target time 16:00). For further details please see the Race Noticeboard.

T-shirt Printing

T shirt and hoodies printed specially for this event will be available for purchase at a stall located in the club. They will be branded with a logo for the event and list all of the competitors on the back (except for late entries).

Fire

The fire assembly point shall be on the Greensward.

Emergency procedure

In the event of an emergency such as a missing child, Team Managers will be contacted by VHF radio and/or mobile phone and requested to muster their team, reporting back to the Race Office in person with status.

Rubbish Disposal

Please do a litter pick around your dinghies on the Greensward and take your own rubbish away with you. Dog poo bins are on the Greensward and Prom. Please help to keep the beach clean and free from litter.

Parking

There is no car parking available at Felpham Sailing Club.

Limited parking is available on roads adjacent to the Club, please respect our neighbours by parking sensibly.

Pay & Display parking is available immediately behind the Beach Huts (accessible from Culver Road). Please note that this car parked is locked in the early evening (see noticeboard near Public Toilets for timings).

Free car parking is available as shown on the map. Please note that all car parks have height barriers in place.

Safe & Fun

Taking part in this event is intended to be fun!

Let's work together to make sure that it is safe & fun for all!

Contact:

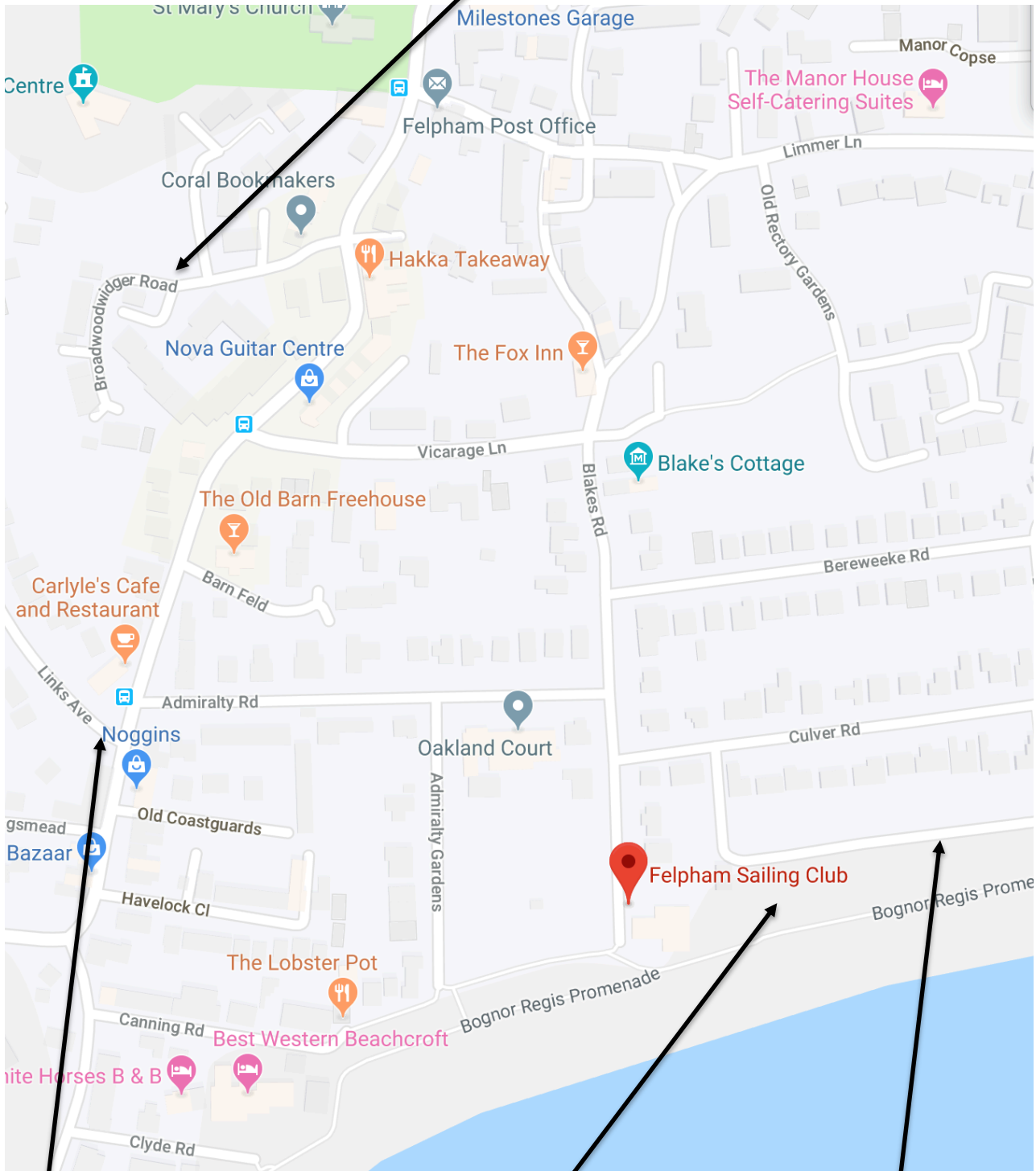
Event Organiser: Roger Belton 07866 907075 or 01243 587883 or roger.f.belton@gmail.com

Timetable (Draft)

Time	Activity	Location	Attendees
Friday 6th September			
15:00- 20:00	Delivery of dinghies & powerboats to Felpham SC.	End of Blakes Road.	
19:00	Safety Boat Briefing	Marquee	ED, ESO, PRO, ARO, Safety Helms & Crews. Beachmaster.
Saturday 7th September			
08.00-09.00	Registration	Race Office (Upstairs)	Team Managers
09.00	Team managers briefing	Marquee	ED, ESO, PRO, ARO, Team Managers
09.15-09.45	Competitors briefing	Marquee	
10.30	Launch	Beach	
11:00	First warning signal	Race areas	

Team Manager's Checklist	✓
Team entry submitted by 31 st August	
If you are bringing a safety boat(s), have you advised the Event Organiser? (Roger Belton)	
Collated Medical issues of team members. (Handed over at registration if necessary.)	
All racers' sails have an identifiable number, or if not are marked with club initials and a number.	
Have you communicated missing numbers/late entries to the Regatta Secretary on the email above? - <i>no number - no results can be listed</i>	
Will you be delivering dinghies on Friday 7 th between 15:00-20:00?	
Have you advised racers that protests must be made on the water?	
Have you advised supporters that they will need to help launch and recover their dinghies?	
All dinghies have a launching trolley?	
All dinghies have required insurance?	

Appendix 1 Car Parking near FSC



Greensward (Dinghy Park)

