



# Event Management Workshop Agenda

**Thursday, April 11, 2013**

**Where:** Larchmont Yacht Club, 7 - 9 pm.

**Who:** Junior Program and Regatta Chairs, Committees and Sailing Directors from JSA clubs hosting junior regattas in 2013.

## **Topics:**

### **Introduction**

**Tom Blackwell:** JSA board member and past junior program chair and at American Yacht Club.

### **1) Club Race Officer Training and Certification**

**Cynthia Parthemos:** Larchmont Junior Race Week PRO

Cynthia will describe how US Sailing Club Race Officer training and certification enhances the quality of your regatta management

### **2) Regatta Procedure Guidelines**

**Clemmie Everett:** Sailing Director Noroton Yacht Club and JSA board member

Clemmie will discuss recommendations from the JSA regatta-committee's review of regatta procedures, specific tips for running Optimist, Pixel, Club 420 and Laser events, and the updates to the NOR and SI templates for JSA sanctioned events.

### **3) Remember Who You Are Working For**

**Jay Kehoe:** Training Program Director at Oakcliff Sailing and former Waterfront Director at Annapolis Yacht Club

Jay will discuss tips to help you make your regatta kid friendly, and explain why knowing your audience – the KIDS – is a critical element for your event's success,



## **CHANGES TO THE RACING RULES OF SAILING 2013-2016**

### **THAT AFFECT RACE MANAGEMENT**

#### **US SAILING Race Management Committee**

Compared to previous years, there are minimal changes to the Race Rules as they pertain to Race Management. All the basic course management tools (rule 26 – Starting Races, rule 29 – Recalls, rule 30 – Starting Penalties, rule 32 - shortening or abandoning after the start, and rule 33 – Changing the next leg of the course) are the same. However there are subtle changes that apply to any race in certain circumstances, and are sure to be encountered in the coming season! Read on...

You will immediately notice in the new book that the Definitions, traditionally hidden in the back of the old rule book behind the index, are now right up front just after the Introduction. In a nod to the impact and proliferation of the internet, ISAF and US Sailing have devoted an internet page with a similar and logical address to accumulate documents pertaining to rules / prescriptions discussed in their versions of the rule book. (ISAF - [www.sailing.org/racingrules/documents](http://www.sailing.org/racingrules/documents); US Sailing - [www.ussailing.org/racingrules/documents](http://www.ussailing.org/racingrules/documents))

#### ***Introduction***

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The introduction is an interesting part of the book that has a lot of information you are bound to discuss at one point or another in the next four years. It is worth a good reading periodically.

**Terminology** – This section has a number of definitions that do not appear in the Definition section including Racing Rule, Boat, Race Committee, or 'Change' as it applies to a change to a rule. The term 'vessel' was added to the definition of 'boat' and is used in several rules where its intended meaning is 'any boat or ship'.

#### ***Definitions:***

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There have been some changes to the definitions, but largely to clear up misinterpretations or simplify unintended complications. While it will not affect how you sight the line at the finish, it may help when you observe someone trying to correct a mistake in sailing the course.

**Finish** - The first change is a new definition that rewrites the direction of finish as..."from the course side...". The old direction "...from the direction of the last mark..." was deleted because 'the direction' could be unclear given the location of the last mark in unique course layouts. The second change adds part ( c ) - "...continues to sail the course", and makes it clear that, if such a boat continues to sail the course after crossing the line, she has not yet met the definition of "*finish*".

**Mark** - The new definition removes the word "temporarily" as a condition and thus makes it possible for race committees to attach a 'keep-off' mark to the transom of a race committee boat on the starting or finishing line.



## **Basic Principles**

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**Environmental Responsibility** – newly added and self explanatory: Participants are encouraged to minimize any adverse environmental impact of the sport of sailing. Reiterated specifically in rule 55.

## **Part 3**

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**Rule 25 – Notice of Race, Sailing Instructions, and Signals:** re-arranged current text. The important requirement is that the signal is clear to competitors and the race officials should use the best available display method for the prevailing conditions.

**Rule 26 – Starting Races:** is reformatted but content and procedures are unchanged.

**Rule 28 – Sailing the Course:** has reordered the rule's requirements in a more logical order.

**Rule 29.1 - Individual Recall:** The sentence describing when the flag X should be lowered has been reworded to more clearly state the same intent: "The flag shall be displayed until all such boats have sailed completely to the pre-course side of the starting line...".

**Rule 33 a (2) – Changing the next leg of the Course:** has been reworded to not restrict the makeup of a green or red signal.

**Rx to 34** – The prescription details procedure for missing finishing mark. The new wording describes the finish line length as "...of the shortest practicable length." The old wording directed boats to finish "...as close to the remaining mark as practicable."

## **Part 4**

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**Preamble to Part 4** – Addition of reference to rule 55 (no intentional discharge of trash overboard).

**Rule 41 (a) – Outside Assistance:** adds the availability of outside assistance to crew "in danger."

**Rule 41 – Outside Assistance - 2<sup>nd</sup> paragraph:** the new sentence will allow the protest committee to impose an appropriate penalty on boats that gained a significant advantage in the race because of the help they received via rule 41 (a).

**Rule 42.3 (h)** – added to clarify whether or not the 'stated circumstances' in rule 42.3(i) may include getting clear in the circumstances described in rule 42.3(g) [propulsion to help a person or another vessel in danger].

**Rule 44.1 - Taking a Penalty :** The first sentence is broken into two sentences for clarity.

**44.1(b) - Taking a Penalty:** The intent of this change is to deal with situations where a significant advantage is gained by the breach of a rule despite taking a Two-Turns Penalty (or other penalty).

**48 – Fog Signals and Lights; Traffic Separation Schemes:** Brings the racing rules in line with the "International Rules for Prevention of Collisions At Sea (IRPCAS).

**Rule 49.2 – Crew Positions; Lifelines:** brings it into alignment with modern materials that boats are using for lifelines and to use the *ISAF Offshore Special Regulations* criteria for lifelines.



**Rule 55 – Trash Disposal:** This rule moves a widely-used sailing instruction from the Sailing Instruction Guide (Appendix L) into the main body of rules.

#### **Part 5 – Section A**

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**Rx to rule 60** This is the same rule, but it was adopted after previous rule book was printed. Newly added here.

**61.1 (b) Informing the Protestee:** is a housekeeping change to align those rules with the time sequence of events when a boat or committee intends to protest.

**62.1 - Redress:** adds "...has been or may be, through no fault..."

**62.1(a) :** adds "...or an equipment inspector or measurer for an event,..."

**Rx to rule 63.2** Same rule, but it was adopted after previous rule book was printed. Newly added here.

**Rx to rule 63.4** Same rule, but it was adopted after previous rule book was printed. Newly added here.

**Rule 69** has been rewritten to express the obligation of competitors not to commit gross misconduct, clarify the standard of proof in rule 69 and require MNA action.

#### **Part 6**

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**Rule 76 - Exclusion of Boats or competitors:** rewording for clarification and addition of due process.

**76.1** –The new part of 76.1 includes language from old US Rx 76.3 (excluded competitors entitled to hearing).

**76.2** prevents exclusion for ads (previously a part of 76.1)

**76.3** requires Class approval for exclusion.

**Rule 78.2 – Compliance with Class Rules; Certificates:** Re-written (no longer requires "...given to the RC...") to better address increasingly common practice of valid measurement or rating certificates listed on a website.

**Rule 81 – Rescheduled Event:** Clarifies rule 81 applies (new entries may be accepted) only when an event is rescheduled to dates different from the dates stated in the notice of race.

#### **Part 7**

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**Rule 86.1 (b) – Changes to the Racing Rules:** Sailing instructions can no longer change the definition of Zone (3 boat lengths), and adds 76.1 and 76.2 (exclusion of boats or competitors) to list of rules not changeable.

**Rx to 88.2 – National Prescriptions:** US Sailing restricts some changes.

**Rule 89.1- Organizing Authority:** (d) and (f) are new, and (e) adds "unaffiliated" class association.

**Rule 90.3 ( c ) – Scoring:** allows race committees to make corrections to the scores

#### **Appendixes**

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**Appendix A – SCORING:** deletes reference to Bonus Point system. RAF has been changed to RET, to provide correct scoring abbreviations for boats that take a penalty by retiring during a race. DPI (Discretionary Penalty



Imposed) addresses rule 64.1 which permits the sailing instructions to specify a penalty other than disqualification in some circumstances.

**Appendix B – Windsurfer Competition Rules:** have been rewritten in a new format.

**Appendix C – Match Racing:** new definition of “Finish” is when any part of the hull (not sails) crosses the line.

**C3.1 Starting Signals:** Flag P is removed at one minute similar to rule 26.

**C3.2 (2) Changes to Related Rules:** clarifies a special procedure for signaling recalls in match race.

**C10.3 Scoring:** scoring incomplete round robins for match racing has changed.

**Appendix D – Team Racing Rules:** have been rewritten in a new format.

**Appendix E – Radio Sailing Rules:** have been rewritten in a new format.

**Appendix F – Kiteboarding:** Rules NEW for 2013-2016

**Appendix J1.2 - The notice of race shall include those of the following that will apply:** has added several items.

**Appendix J2.2 - The sailing instructions shall include those of the following that will apply:** has added several items.

**Appendix L – Sailing Instruction Guide:**

**5.4** – Suggests to alert boats that a race or sequence is about to begin...”orange start line flag will be displayed at least five minutes before warning signal is made...”

**US Rx 5.6** – adds that the “A” flag displayed means no further racing today.

**11.2\*** adds direction for exact position of the start line being on the “...course side of ...” port end start mark...

**11.5** adds flag U – kinder gentler Black Flag – allows them back in the race if it is restarted / re-sailed / postponed / abandoned before start signal... Make sure to state that this changes rule 26 AND 63.1.

**13.1** adds direction for the position of the finish line being on the “...the course side of mark...”

**13.2** address RC absent – nod to US Sailing Rx to 34.

**Appendix P (Rule 42)** – RC shall display Flag O no later than warning signal but with no requirement to remove it at the starting signal. This allows it to remain displayed after the starting signal when appropriate.

**Appendix T – Alternate Dispute Resolution:** Provides alternate penalties already popular, but they apply ONLY IF Sailing Instructions so state. Their intent is to improve rules compliance.

**Section A** – Allows one turn penalty on course, two turns penalty in the zone

**Section B** – Allows for a Score penalty w/ increasing % penalty (20% prior to protest time limit, 30% prior to hearing)

**Section C** – Allows for abbreviated hearings, with some caveats: Must notify RC at finish, assemble parties quickly, the ‘all competitor notification’ Rxs are deleted.

**Section D** – Allows for arbitration (one judge, two parties, minimal discussion, no witnesses)

## **QUESTIONS AND ANSWERS ABOUT THE US SAILING RACE OFFICER CERTIFICATION PROGRAM**

(Changes vs. the prior version are shown in red.)

**1. What are the primary goals of the US SAILING race officer training and certification program?**

The primary goals of the program are to "improve the quality of race management at all levels throughout the country to make racing more enjoyable for the competitors" and to "increase the standardization of race management practices, making it less confusing for the competitors." Implementing these goals involves establishing standards for race officers, recognizing the people who have met the standards, providing training, and providing an incentive for people to become certified.

**2. Is this program designed to centralize more authority in US SAILING, vs. in the various organizations that make up US SAILING?**

No. The Area Race Officers administer the Club Race Officer certification program in its entirety, and also participate in the Regional and National Race Officer certification process.

The establishing of standards for race officers is something that should be done by the national authority, as is the publishing of suitable reference material such as the Race Management Handbook.

**3. My regional sailing organization (a.k.a. YRA) already has a training program for race officers. Why do we need a national program?**

We hope that the existing regional sailing organization's race management training programs will, over time, adopt the US SAILING curriculum. However, there is no requirement for them to do so.

A local race officer is being asked to assist with each seminar, in order to be sure that local conditions and practices are discussed.

**4. Is there a plan to require event organizers to use only certified race officers?**

Under the racing rules [RRS 88.2(b)], it is usually up to the organizing authority to appoint the race committee. Organizers of major events may choose to use certified race officers, but there is generally no requirement to do so. US SAILING, as the organizing authority for its own championships, has a requirement to use certified race officials (judges, umpires and race officers) at many of these events in order to provide a consistently high level of officiating.

**5. Do I have to pay US SAILING a fee to become certified?**

No. However, if you take a test at an approved race management seminar, the seminar organizer is required to pay US SAILING an administrative fee. As of December 1, 2008, the testing fee for members is \$5 at one-day seminars and \$10 at advanced seminars. **US SAILING membership is required to attend this workshop, a special introductory first year membership is available for workshop attendees who are not yet members.**

**6. Do I have to travel to a US SAILING meeting to participate in a seminar?**

No. Seminars are offered around the country, wherever there is sufficient demand. They are scheduled by the Area Race Officers and the Race Management Committee, using qualified instructors. Seminars can be organized by any interested local or regional organization (club, fleet, RSA, etc.). If you are interested in having your organization host a US SAILING seminar, contact your Area Race Officer. Guidelines for organizing a seminar are available on the race management page of the US SAILING website

**7. On the water performance is the real test of a race officer. Why doesn't the program rely on direct observation of race officers on the water?**

Direct observation is a good way to judge a race officer's performance, if the conditions are suitably challenging and there are objective standards. Information about an applicant's on the water performance is obtained from the references, but such information tends to have a positive bias, since the applicant selects the references, and many people are reluctant to give a poor reference.

Applicants for National Race Officer have to submit a detailed evaluation from a National Race Officer who has observed the applicant as a principal race officer. Such evaluations may be submitted by an Area Race Officer or a member of the Race Management Committee who is a National Race Officer.

**8. What benefits do I get from the US SAILING liability insurance that I don't get from regatta liability insurance?**

Regatta liability insurance provides coverage only when there is an incident on the water involving personal injury or death. US SAILING's liability insurance provides much broader coverage. Examples include incidents involving property damage or injury occurring ashore. In addition, many organizing authorities do not carry regatta liability insurance.

**9. Do I have to start as a Club Race Officer, or can I qualify for one of the higher US SAILING levels initially?**

You can be certified at any level initially. There is no requirement for "time in grade" before being certified as a Regional or National Race Officer. If you wish to become an ISAF International Race Officer, US SAILING requires that you be a National Race Officer.

**10. My club runs a race management training program. Will that program fulfill the requirement for participating in a race management seminar so that I can become certified?**

It depends. If your club (or other local sailing organization--"LSO") uses the US SAILING curriculum and a "qualified" instructor, that seminar and the associated test will meet the program's requirements.

**11. I would like to become a Club Race Officer. Why do I need the US SAILING Race Management Handbook?**

One of the goals of the race officer certification program is increased standardization of race management techniques across the country. The RMH contains information that is useful to all race officers, regardless of the type of racing they are running.

**12. I already own a Race Management Handbook. Do I have to buy another copy?**

It depends. Certified race officers are required to own the current version of the book. The most recent version is the 2007 printing of the August 2005 edition. US SAILING keeps records of who has purchased books, and will verify that you own the current one (or have ordered it) before you can be certified or recertified. The Race Management Handbook can be ordered online: <http://store.ussailing.org/browse.cfm/race-management/2,15.html>

**13. Why do Regional and National Race Officers have to purchase an appeals book that is written mostly for judges?**

The US SAILING Appeals and ISAF Cases (one book) includes a number of appeals and cases on matters involving the conduct of racing and requests for redress. It is used most often by judges, but is also useful to competitors and race officers. Ownership of the current (2005) version of the US SAILING Appeals and ISAF Cases is required only for Regional and National Race Officers. The US SAILING Appeals Book and separate ISAF Case Book can be downloaded (for free) by US SAILING members.



The US SAILING Judges Manual contains a great deal of information about redress requests, measurement and other subjects of interest to race officers. Ownership of this book is recommended, not required. In addition, both of these publications help people to understand the different roles of protest committees, juries and race committees, and how they interact.

**14. What will it cost to participate in the seminars?**

The local organizer will determine the cost of each seminar. For some of the one-day seminars, the local organizers have offered the seminar as a benefit to their members, without charging a fee. The ROT&C subcommittee has developed guidelines for seminar organizers that specify the responsibilities of the organizer and of the instructor. The guidelines also highlight items that contribute to the cost of hosting a seminar, e.g. the testing fees paid to US SAILING. Copies of the guidelines are available from the Area Race Officers and on the race management page of the US SAILING website

**15. I would like to go to an advanced seminar and take the tests, but I do not have the necessary experience to be certified above the Club Race Officer level. May I take the tests?**

Yes. Your test results are valid for four years from the time you take the test, so you have four years to accumulate the necessary experience and submit your application. In addition, you may opt to take the Club Race Officer test in place of the advanced test at the end of an Advanced Seminar.

**16. I was certified as a Regional (or National) Race Officer, but I did not apply to renew my certification before my four-year term expired. What am I required to do to renew my certification (and insurance)?**

If you submit an application for renewal to your Area Race Officer by the deadline for consideration at the first US SAILING semi-annual meeting after your certification expires, your application will be considered as a renewal. The deadline is six weeks prior to the meeting. If you miss that deadline, you must meet all the requirements for initial certification.

**17. I did not pay my US SAILING dues on time and my membership lapsed, but my certification term has not yet expired.**

**Am I still certified?** No; current membership in US SAILING is a requirement for certification.

**Am I still insured?** No; if you are not certified, you are not insured.



## US SAILING ONE DAY RACE MANAGEMENT SEMINAR

June 1, 2013

Junior Sailing Association - Long Island Sound  
Larchmont, New York



This seminar is sponsored by the US Sailing and JSA-LIS and hosted by Larchmont Yacht Club. It is designed for people who have some race committee experience, but newcomers are also welcome. The seminar will be held at Larchmont Yacht Club, Woodbine Avenue, Larchmont, NY. The seminar will begin at 0800 and end at 1730.

The topics covered include: RC objectives, RC responsibilities, sailing instructions, RC jobs, RC equipment, setting the course, starting system, starting penalties, before the start, during the race, finishing, and scoring. The changes in *The Racing Rules of Sailing 2013-2016* that affect race management will be discussed.

The principal instructor for the seminar is Steve Purdy, US Sailing Regional Race Officer and Area B Race Officer. The Assistant Instructor will be Cynthia Parthemos, Regional Race Officer.

At the seminar you will need your own copy of *The Racing Rules of Sailing 2013-2016* ("RRS"). If you are a US Sailing member, you should have received a copy. If you are not a US Sailing member, you can either join US Sailing and get a copy free, or purchase one from the US Sailing store (<http://store.ussailing.org>). You will be given a copy of *Join the Race Committee Team* at the seminar.

To prepare for the seminar you should try to answer the Study Questions, which are available on the US Sailing web site at: [One Day Race Management Seminar Study Questions](#).

The Club Race Officer Certification test, which is given at the conclusion of the seminar, is optional. However, in order to be certified as a US Sailing Club Race Officer, you are required to attend a complete seminar and to pass the test. In order to be certified as a Club Race Officer you will also need to have your own copy of the current US Sailing *Race Management Handbook*, and meet the program's other criteria. The 2009 edition of the *Race Management Handbook* is available from the US Sailing online store.

Registration is available online here:

[http://raceadmin.ussailing.org/Race\\_Officers/CertificationTraining/Race\\_Officer\\_Seminars/Seminar\\_Calendar.htm](http://raceadmin.ussailing.org/Race_Officers/CertificationTraining/Race_Officer_Seminars/Seminar_Calendar.htm)

US Sailing membership is required and non-members can join US Sailing with a Special Introductory 1 Year Membership while registering. Information will be provided automatically when you register online for this seminar.

Additional Information about this seminar and seminar policies is available on the US Sailing website:

[http://raceadmin.ussailing.org/Course\\_Calendars/Seminar\\_Prerequisites.htm](http://raceadmin.ussailing.org/Course_Calendars/Seminar_Prerequisites.htm)

The seminar fee is \$50, and includes a copy of *Join the Race Committee Team* and a seminar workbook.

For further information, contact, Cynthia Parthemos, [cparthemos@gmail.com](mailto:cparthemos@gmail.com).

**Advance registration is strongly encouraged, and the number of participants may be limited.**

## **Race Management Seminars in US Sailing Area B**

US SAILING is offering Race Management Seminars this spring. The One Day Race Management Seminars (ODRMS) listed here provide the training and test for certification as a Club Race Officer, which JSA encourages for clubs hosting JSA sanctioned regattas in 2013.

To register, please use the Seminar Schedule on the US Sailing website:  
[www.ussailing.org](http://www.ussailing.org) | Rules & Officials | Race Officers | Certification & Training | Race Officer Seminars, or this [link](#).

April 13: ODRMS Chelsea Yacht Club - Chelsea, NY (Hudson River YRA)  
Fee: \$45; Instructor - Steve Purdy  
Club Contact: Mike Colucci: [asax123@yahoo.com](mailto:asax123@yahoo.com)

April 20: ODRMS Milford Yacht Club - Milford, CT (ECSA)  
Fee \$45; Instructors: Lead - Steve Purdy, Asst. - Ed Becker  
Club Contact - Candace McGovern: [mcgovern.candace@gmail.com](mailto:mcgovern.candace@gmail.com)

April 27: ODRMS Stonington Harbor Yacht Club - Stonington, CT (ECSA)  
Fee:\$50; Instructor: Steve Purdy  
Club Contact - Tamara Gorski: [tamgorski@gmail.com](mailto:tamgorski@gmail.com)

May 18: ODRMS Bay Shore Yacht Club - Bay Shore, NY (Great South Bay YRA)  
Fee: \$45; Instructors: Lead - Steve Purdy, Asst. - John Mooney  
Club Contact - Glenn Schmidt: [isailtuck182@optimum.net](mailto:isailtuck182@optimum.net)

June 1: ODRMS Larchmont Yacht Club - Larchmont, NY (YRA-LIS)  
Fee: \$50; Instructors: Lead - Steve Purdy, Asst. - Cynthia Parthemos  
Club Contact - Cynthia Parthemos: [cparthemos@gmail.com](mailto:cparthemos@gmail.com)

For questions not answered on the US Sailing website, contact Steve Purdy, Area B Race Officer,  
[areabraceofficer@comcast.net](mailto:areabraceofficer@comcast.net)



## SAFETY, RESCUE AND MARK SET BOAT HANDLING COURSE



This two day *hands-on, on-the-water* course is designed for anyone who will be operating a support boat for a race, regatta or event. Since an operator of a race support boat is expected to be able to perform safety, rescue and mark-setting operations participants should have at least basic small boat handling skills. This course focuses on hands-on application of all skills. As such, students will be expected to study the course materials at home to challenge and pass a written exam covering equipment requirements, rules of the road, aids to navigation, preparation, environment regulations, safety and emergencies.

Upon successful completion participants will earn US SAILING/US POWEROATING Certifications for Safe Powerboat Handling, Safety and Rescue Boat Handling, and Mark Set Boat Handling.

Participants learn:

| <b>Day 1:<br/>Accelerated Safe Powerboat Handling</b>  | <b>Day 2:<br/>Safety, Rescue &amp; Mark Set Boat Handling</b>   |
|--|---|
| <b>On-the-Water Sessions</b> <ul style="list-style-type: none"><li>• Engine &amp; electrical systems</li><li>• Starting procedures</li><li>• Docking</li><li>• Leaving &amp; returning to a slip</li><li>• Close-quarters maneuvers</li><li>• Holding Position</li><li>• Anchoring</li><li>• Steering a range</li><li>• Proceeding to a destination</li><li>• Person in Water rescue</li></ul> | <b>On-the-Water Sessions</b> <ul style="list-style-type: none"><li>• VHF radio communications</li><li>• Boat rescues, including capsizes</li><li>• Towing: astern &amp; alongside</li><li>• Steering a range in/outbound</li><li>• Intercepting &amp; maintaining position with moving vessel</li><li>• Use of bearings &amp; GPS</li><li>• Search patterns</li><li>• Taking wind readings</li><li>• Setting a starting line, gate &amp; marks</li><li>• Moving marks using range/bearing &amp; GPS</li></ul> |
| <b>Classroom Sessions</b> <ul style="list-style-type: none"><li>• Safety, prep &amp; weather briefings</li><li>• Maneuvering concepts</li><li>• Challenge test-out</li></ul>   | <b>Classroom Sessions</b> <ul style="list-style-type: none"><li>• VHF radio procedures</li><li>• Safety &amp; rescue equipment &amp; procedures</li><li>• Search patterns concepts</li><li>• Plotting a position</li><li>• Calculating tides &amp; currents</li><li>• Race support boat equipment &amp; procedures</li><li>• Effects of wind &amp; current</li><li>• Race course configurations</li></ul>   |

**Date:** 8 a.m. – 6 p.m., Wednesday and Thursday, April 17 and 18, 2013

**Location:** SUNY Maritime College, 6 Pennyfield Avenue, Bronx, NY 10465

**Prerequisites:** Basic boat handling skills; State boating education certificate recommended

**Suggested Age:** 16–adult

**Cost:** **\$300 per participant; \$250 for members of sponsoring YRA's**  
(includes powerboat instructor, text books, exams, certifications, and lunch)

**Online Registration:** <http://www.sunymaritime.edu/waterfront>

# 2012 RULES FOR JSA EVENTS – Suggested revisions for 2013

- New wording is shown in underlined red
- Deleted wording is shown in ~~striketrough red~~

## 1. Safety

### 1.1 Life Jackets:

a) All sailors participating in any JSA event and their accompanying instructors shall wear Type III (non-inflatable) or Type V (buoyant foam only) US Coast Guard-approved life jackets (PFDs) fully zipped or otherwise fully secured at all times while on or near the water during the event. In addition, a whistle must be attached to the PFD. This rule may be modified in the Sailing Instructions for JSA PHRF events only.

## 2. Racing Rules

### 2.1 All JSA regattas shall be governed by:

- a) the ~~2009-2012~~ 2013-2016 Racing Rules of Sailing;
- b) the prescriptions of U.S. Sailing;
- c) the Rules for JSA Events;
- d) the applicable class rules (including class membership);
- e) the Notice of Race; and
- f) the Sailing Instructions; and
- g) any amendments to the foregoing.

## 6. Pixels

### 6.1

- a) All JSA Pixel events will be designated Novice and/or Open.
- b) A Pixel sailor must be 12 years old to compete in Pixel Open events.
- ~~c) A sailor who skippers in any 420, Laser, Laser Radial, or Pixel Open event shall thereafter be ineligible to skipper or crew in a Pixel Novice event.~~
- d) A Pixel sailor must be at least 11 years old to skipper in a Pixel Novice event. Any Pixel sailor who has skippered in a Novice regatta and placed either first, second or third is thereafter ineligible to skipper or crew in a Novice event in the following season.

### 6.2 Number of Crew and Weight

- a) Pixels may be sailed with either two or three sailors in the boat.
- b) During a regatta, Pixels may not change the number of crew.
- c) For a two-person crew, the helmsperson and crew must weigh a minimum of 190 pounds fully dressed for sailing.
- d) Sailors may be weighed once per event. . See 10.2 for requirements.
- e) There is no minimum weight requirement for Pixels sailed with three crew.

### 6.2 Novice Fleet

Novice fleet is a special Pixel fleet for novices. It is designed as an entry level fleet that promotes learning and de-emphasizes heavy competition. Novice Fleet regattas shall be conducted under the same rules as the Open fleet, but the competitors will be allowed to receive verbal on-water coaching during the races. In JSA events, Novice Fleet is open to sailors who meet all of the following criteria:

- a) Never skippers in any 420, Laser, Laser Radial, or Pixel Open event
- b) Won fewer than three trophies for first, second or third place in prior Novice Fleet events

## 9. PHRF Events

### 9.7 Minimum Required Equipment for Boat

- a. Each boat must follow the most recent Minimum Equipment & Safety Recommendations of the Y.R.A. of Long Island Sound: Category B. (See [www.yralis.org](http://www.yralis.org)).
- b. Jack lines shall be installed before the boat leaves the dock and a sharp knife shall be kept in the cockpit. Each boat shall have a hand-held VHF radio and a VHF radio capable of receiving automatic weather alerts and tones. This modifies the Minimum Equipment & Safety Recommendations of the Y.R.A. of Long Island Sound.
- c. Each boat shall certify that it is in compliance with the Minimum Equipment and Safety Recommendations by completing a Self-Inspection Certificate for each regatta.
- d. Each entry must have a fixed and functioning head.
- e. To be eligible to participating in any JSA PHRF event, vessels shall be a monohull conforming to the following requirements.
  - i. The vessel shall be a minimum of 27' and a maximum of 44' in overall length. The OA of an event shall have the ability to include vessels outside this size range.
  - ii. ~~The Any~~ vessel ~~shall not be~~ classified as a "sport boat" may be allowed to race in a "Sport Boat Division" if that division is included in the regatta at the discretion of the Organizing Authority. A vessel will be considered a sport boat if it meets three of four of the following criteria:
    - **Criteria #1** - Displacement-Length Ratio less than 100. Displacement-Length Ratio shall be calculated using the empty weight in pounds (DISPL LBS) and the length at water line (LWL) of the vessel; both values shall be as noted on the current PHRF certificate. Displacement-Length Ratio shall be calculated as  $D/L = (DISPL/2240) / (0.01 * LWL)^3$
    - **Criteria #2** - Upwind sail area/displacement ratio greater than 30. Upwind Sail Area-Displacement Ratio shall be calculated using the area, in square feet, of the main plus the fore-triangle area, as determined by the calculations noted below, and the empty weight in pounds (DISPL LBS) of the vessel as noted on the current PHRF certificate. Upwind Sail Area-Displacement Ratio shall be calculated as  $SA/D = \text{Sail Area} / (DISPL/2240)^{2/3}$
    - **Criteria #3** - Downwind Sail Area-Displacement Ratio greater than 75. Downwind Sail Area-Displacement Ratio shall be calculated using the area, in square feet, of the main, as determined by the calculation noted below, plus the largest spinnaker, as determined by the sailmaker, and the empty weight in pounds (DISPL LBS) of the vessel as noted on the current PHRF certificate. Downwind Sail Area-Displacement Ratio shall be calculated as  $SA/D = \text{Sail Area} / (DISPL/2240)^{2/3}$
    - **Criteria #4** - A sprit length (TPS) more than 50 percent of J.  
The sail areas are computed using the fore-triangle area ( $I \times J \times 0.5$ ) and mainsail area ( $P \times E \times 0.5$ ) which do not take into account jib overlap or mainsail roach. Dimensions used shall be as noted on the vessel's current PHRF certificate.  
The formulas can be found at: Displacement-Length Ratio - [http://www.sailingusa.info/cal\\_dl\\_ratio.htm](http://www.sailingusa.info/cal_dl_ratio.htm).  
Upwind or Downwind Sail Area-Displacement Ratio - [http://www.sailingusa.info/cal\\_sad\\_ratio.htm](http://www.sailingusa.info/cal_sad_ratio.htm)

## 11. Discipline

- 11.1 All junior sailors and instructors at all JSA events are expected to behave in accordance with recognized principles of sportsmanship, good manners and fair play. The protest committee may protest a boat when, from its own observation or a report received from any source, it believes a competitor may have committed a breach of sportsmanship or the Rules for JSA Events, except as specified in 11.2. A protest committee may call representatives from the Organizing Authority and/or Regatta Committee as witnesses.
- 11.2 A Conduct Committee will be formed at each JSA event and be comprised of the Regatta Chair (OA), Principal Race Officer (PRO) and JSA Representative (JSA Rep). When this committee receives a report of misconduct, it may hold a 'conduct hearing' or pass the report directly to the Chief Judge or Chief Umpire with a recommendation that the protest committee hold a rule 2 hearing or consider holding a rule 69 hearing. Prior to the protest committee holding a rule 2 or rule 69 hearing, the junior sailor shall be given the opportunity to withdraw from the regatta and allow all of the races sailed by that sailor and scored to be changed to Retired After Finishing (RAF). If a 'conduct hearing is held', the Conduct Committee may discipline a junior sailor or instructor for actions that include but are not limited to the following:
- a) swearing at, intimidating or harassing anyone, including teammates, on or off the water;
  - b) stealing or borrowing, without permission, anything that does not belong to them;
  - c) possessing, consuming, or being under the influence of alcohol.

The **Conduct Committee** may only take action in accordance with the following:

|            | PERMITTED ACTIONS   | ACTIONS NOT PERMITTED   |
|------------|---|---|
| COMPETITOR | <ul style="list-style-type: none"><li>• Warning</li><li>• Required apology</li><li>• Monetary fine for host venue property damage</li><li>• Written report to JSA and/or competitor's home club</li></ul>   | <ul style="list-style-type: none"><li>• Anything that impacts a boat's series score in the event</li><li>• Excusing or disqualifying the competitor from this or a future event</li><li>• Monetary fine for boat damage while racing</li><li>• Written report to US Sailing</li></ul> |
| COACH      | <ul style="list-style-type: none"><li>• Warning</li><li>• Required apology</li><li>• Required to leave the venue for the remainder of the event</li><li>• Monetary fine for host venue property damage</li><li>• Written report to JSA and/or US Sailing and/or home club</li></ul> | <ul style="list-style-type: none"><li>• Banning from future JSA events</li><li>• Anything that precludes the coach's sailor from continuing to compete in the event.</li></ul>  |

- 11.3 When at a regatta a junior sailor or instructor is disciplined under JSA 11.2 or RRS 2 or 69, the regatta organizer shall notify the chair of the JSA and the parents, program chair, and yacht club Commodore of the offending sailor(s). The junior sailor's club will take disciplinary action within 48 hours and will notify the chair of the JSA regarding the action taken. In addition to any action the Club takes, further disciplinary actions may be initiated by the Chair of the JSA including action under Section 13 of the JSA By-Laws.

Guidelines for running  
JSA Championship and Qualifying Regattas  
have been prepared for three of the boat classes:  
Laser, Club 420 and Optimist.

The current editions are posted on the JSA website [www.JsaLis.org](http://www.JsaLis.org) in the  
“Regatta management resources” section.

We welcome your comments for ideas and tips that may be included in the  
next editions.





1. Review the Rules for JSA Events <https://jsalis.securespsites.com/Main%20document%20library/JSA%20organization.aspx> ). Note that class membership is a requirement of all participants. (JSA Rule 2.1 d) If you are running an Alternate Event, please note the eligibility limitations on sailors who have qualified for champs (JSA Rule 3.4) and enforce them. If you are running a PHRF event, please make sure your NOR and SI conforms to JSA Rule 9. Standardized forms for the PHRF regattas are on the JSA website.

2. All Clubs hosting events shall provide copies of NOR's and SIs as directed below:
  - a. The primary distribution point for NORs and SIs will be the JSA website. Clubs and sailors may download and print directly from the JSA website.
  - b. NORs: Please email the NORs in Word (.DOC or .DOCX) format no later than **May 25, 2013**. Your NORs will then be posted on the JSA web site.
  - c. SIs: Please e-mail the SIs in Word (.DOC or .DOCX) format as soon as completed. They will be posted on the JSA website when received and you should also print enough copies of the SIs to hand out on the day of the event
  - d. Please name your file so it may be clearly distinguished from others using our *Date-ClubCode-EventName* format (Example: *2013-08-02\_STAM\_Opti-Champs\_NOR.doc*. Then email the electronic files to [info@jsalis.org](mailto:info@jsalis.org) for posting on the JSA website.
3. In your event notices and at the competitor's meeting, remind sailors and instructors that only USCG approved PFDs may be used and warn that lifejackets will be examined on-shore and spot checked on-water. The NOR templates (Section 5) and Rules for JSA Events (Section 1) contain updated language about wearing PFDs.
4. If you award a sportsmanship trophy, please let JSA know who receives your sportsmanship trophy (and why) because they may be possible candidates for JSA's Mitchell Weeks Trophy for Sportsmanship in Junior Sailing.
5. The JSA believes it is important to get a competent protest committee lined up and recommends using the JSA simplified protest procedure that can be very effective with the younger sailors.
6. The JSA office would like a regatta article and photographs submitted within one day of the regatta. (For the publication of results, see #7 below). Have a junior sailor write the article to give a perspective of interest to other JSA sailors. Invite the JSA summer news editor to your regatta and provide access for interviews with race officials and competitors. Articles and pictures may appear in the JSA blog. Send the results, article and photos to your local paper at the same time that you send them to the JSA office. Digital photos for the blog need not be more than 800 pixels wide at 72 DPI resolution and may be emailed with the articles for the JSA blog to [info@jsalis.org](mailto:info@jsalis.org).
7. All regatta results should be emailed to the JSA office the same day of the regatta so they may be promptly published on the JSA website. In order to facilitate reporting your regatta results please use sail scoring software, such as Race Sail, Sailwave, ZW Scoring or St. Pete Scorer. We prefer results to be saved in HTML table format, but other acceptable formats include Excel spreadsheet (XLS or XLSX), plain text (TXT) or Acrobat (PDF) table formats. Faxed copies or handwritten results cannot be accepted. Please do not announce at your event names of possible qualifiers for JSA Championships; the JSA Office will take care of this once your event results are final.
8. Trophies for all events, except JSA Championship events, are the responsibility of the Organizing Authority.
9. For *Optimist Regattas*: All Optimist regattas are held in JSA designated Areas A, B or C. *Sailors may qualify for championships only from regattas in their club's designated area.* (JSA Rule 12.1a) Please specify the designated area(s) for your regatta in your NOR.
10. Help *Keep the Regatta Clean* of trash and pollution. Consider participating in the Sailors for the Sea Clean Regattas Program by following their best practices. Eliminating single-use water bottles is a good start, with water filling stations on shore as well as in the coach boats. Provide coach boats with bags to collect trash each day, locate recycling bins on the grounds and ask sailors to monitor for trash each day.

Other suggestions are listed at <http://www.sailorsforthesea.org/programs-and-projects/clean-regattas.aspx>.

11. For clubs hosting JSA Championships, the Law Trophy or the YRALIS Sears Cup events:
  - a. NOR / SIs – please submit a draft of your NOR and SI to the JSA Office **prior to May 18**. We will relay it to a US Sailing judge (or if already assigned, the chief judge for your event) for his/her review and approval. The judge will quickly return the documents with suggestions and changes, if necessary, so that you can go to final formatting and submission to the JSA (item 2b, above)
  - b. Judges/Arbitrators -- JSA will confirm judges/arbitrators for your event and will notify you with any requirements
  - c. Trophies – please contact the JSA office for information about provision or funding of trophies by JSA for champs and ladder events.
12. Safety is an important part of your regatta's success. You should have Emergency Action and Crisis Management plans in place and your volunteers trained to react effectively to emergencies. JSA has prepared a summary of safety guidelines that you may find on the website.

Thank you again for all you are doing in support of junior sailing on Long Island Sound. Let us know how we can help you.

Best Regards,



Pam Toner, Chair

**Resources:** May be found in the *Regatta management resources* section of the JSA website  
<https://jsalis.securespsites.com/Regatta%20management%20resources/Forms/AllItems.aspx>

- JSA Event Management Guide (plus other guides from ECSA, Ken Legler and USODA)
- JSA Event Management Workshop Binder/Presentations
- JSA Online Database User Guide
- Rules for JSA Events
- NOR and SI templates
- Housing Form templates
- Safety Resource sheet

For Questions, contact JSA Office:

JSA of LIS  
Attn: Bob Whittredge  
1 Woodbine Avenue  
Larchmont, NY 10538

Tel: 914-834 4202  
Fax: 914-407-1540  
Email: [info@jsalis.org](mailto:info@jsalis.org)



# Junior Sailing Association of Long Island Sound, Inc.

> Regatta management resources

## Regatta management resources

This page has information and resources of use to programs running JSA regattas. It contains NOR and SI templates as well as guides to managing events and using the online database to simplify registration processes. The best way to download these documents is to right-click on the document icon below and select 'Save Target As...' in the location of your choice. You may also click on the icon to open the document and then save it. If you have problems downloading files, please email [info@jsalis.org](mailto:info@jsalis.org) to request the form.

At the left of this page you can also find links to other resources of interest.

| Actions ▾ |   | View: All Documents |  |
|-----------|---|---------------------|--|
| Type      | Title   |                     |  |
|           | Big boat NOR and SI templates                               |                     |  |
|           | Housing form templates                                      |                     |  |
|           | Notice of Race templates                                    |                     |  |
|           | Sailing Instructions templates                              |                     |  |
|           | Standardized race course images                             |                     |  |
|           | 2011 JSA Event Management Workshop Binder (large 9 MB file) |                     |  |
|           | 2012 JSA Event Management Workshop Presentations            |                     |  |
|           | 2013 Event Management Agenda                                |                     |  |
|           | JSA Event Management Guide                                  |                     |  |
|           | JSA Waiver Database User Guide                              |                     |  |
|           | Race Management Guidelines from ECSA                        |                     |  |
|           | Race Management Guidelines from Ken Legler                  |                     |  |
|           | Safety Resources Sheet                                      |                     |  |
|           | USODA Regatta Manual  |                     |  |
|           | Rules for JSA Events link                                   |                     |  |
|           | Regatta Management Resources by US Sailing                  |                     |  |

# PEQUOT YACHT CLUB JOINS FORCES WITH SAILORS FOR THE SEA

## FIRST JUNIOR SAILING ASSOCIATION OF LONG ISLAND SOUND (JSA LIS) CLUB TO RECEIVE SILVER CLEAN REGATTAS CERTIFICATION

***Regatta organizers put in place policies and procedures once again to make the 58th Regatta a model regatta for ocean conservation and protection***

**Newport, Rhode Island and Southport, CT - July 17, 2012** - Sailors for the Sea, the only ocean conservation nonprofit focused on the sailing and boating community, is proud to announce that Pequot Yacht Club (PYC), Southport, Conn., has taken the Sailors for the Sea Clean Regattas Pledge for Silver level Clean Regattas certification of the 58th Pequot Invitational (July 29-July 31). In 2011, the PYC was awarded the Silver Clean Regattas Certification for their conservation efforts during the 57th Pequot Invitational, a regatta for Pixel sailors, making them the first Junior Sailing Association of Long Island Sound participant to receive this distinction.

Clean Regattas certification provides independent, third-party verification that a yacht club, sailing program, or regatta is environmentally responsible, and is doing its utmost to protect and restore the waters upon which people sail. This program is an effort by Sailors for the Sea, in conjunction with committed participants, to reduce our impact on our oceans and coastal waters.

"The Pequot Invitational is committed to serving as a model for responsible sailing," said Annie Brett, program lead, Sailors for the Sea. "We are thrilled to support the Pequot Yacht Club throughout their junior Pixel regatta in their efforts to educate participants on environmental protection. Working with the club, Sailors for the Sea will help to formalize their conservation efforts and help promote responsible environmental behaviors among the club's members and the regatta participants."

"Teaming up with Sailors for the Sea to protect our oceans takes our commitment to the environment one-step further," announces Pequot Yacht Club Commodore Maren Hood. "We are proud to lead the way and share our 'Clean Regatta Plan' with junior sailing programs across the Long Island Sound." This year PYC will host the Pequot Invitational, which is highlighted by two days of sailboat racing on Long Island Sound off Southport as nearly 100 young people from 20 yacht clubs and sailing programs between the ages of 12-15 race in Pixels, a 13-foot long boat geared toward intermediate sailors."

The 58th Pequot Invitational is chaired by Pamela Aris (Redding) and Bonnie Paige (Fairfield). Racing is overseen by Ward Jennings (Easton) as principal race officer. This regatta for junior sailors is part of Pequot's rich tradition and heritage. Started in 1954, the Invitational is the second oldest running junior regatta on Long Island Sound. For many sailors it is a rite of passage as they come to learn both the joys and challenges in participating in a two-day regatta away from their home waters. Since its introduction in 2006, the Pixel has played an important role in the development of sailing skills, as the boat requires mastery in handling three sails: mainsail, jib, and spinnaker, and building strong teamwork between skipper and crew.

PYC will undertake several efforts in their Clean Regattas campaign, including providing all regatta participants with water in stainless steel bottles replacing the use of plastic on the water. "One of the biggest steps to a Clean Regatta is eliminating the use of plastic," says Pequot Invitational Chair Pamela Aris. "The reusable water bottle we have selected to achieve this goal is a medical-grade insulated stainless steel bottle of the highest quality and free of BPA, lead, cadmium, phthalates, polycarbonate and PVC. So, not only are we protecting the health of our oceans and environment, but a Clean Regatta is healthier for our children as well!"

Pequot Yacht Club was established in 1920, and is located in the historic district of Southport, Conn. Amidst the exquisite setting, Pequot actively promotes sailing in the greater community. More than half of the sailors in the Junior Sailing Program are non-members.

For further information on the Pequot Invitational, please contact Pamela Aris at 203-470-5356 or [pamela@pamelaaris.com](mailto:pamela@pamelaaris.com) ###

## **Benefits of Clean Regattas - Make the Pledge**

By making the Clean Regattas Pledge, regattas, yacht clubs, and sailing programs commit to protecting clean waters and shores. Participants vow to fulfill, and encourage others to fulfill, the goals and requirements of the program, and to work to protect oceans and local waters for the use and enjoyment of this and future generations.

With three levels of certification (Bronze, Silver, and Gold) available, participants select their level of engagement, and work to fulfill the related certification requirements by first forming a Clean Regattas committee for the event or a permanent committee for all club/organization governance and events to oversee the certification criteria. The criteria relates to:

- trash and recycling collection and disposal
- discharge
- oil spill prevention
- green cleaning products and bottom paint usage
- bottom cleaning and boat maintenance
- global warming and carbon offsets
- biofuel conversion
- use of recycled materials in regatta awards

A Clean Regattas designation by the Sailors for the Sea organization means all competitors agree to abide by Clean Regattas Certification Level requirements. Sailors for the Sea provides support, materials, and the final certification that a club or event is a Clean Regatta. Found worldwide, the Clean Regattas program is available for all interested yacht clubs, regattas, and sailing programs. By participating in the program, clubs and regattas can realize a range of immediate economic benefits including:

- saving money by reducing reliance on plastic bottles, fossil fuels, and disposable products
- getting discounts on environmentally friendly products through the Clean Regattas program
- reducing excess spending by anticipating regulations and avoiding abrupt and costly changes due to new laws and related cleanup efforts
- attracting new sponsors, donors, investors, and foundations for non-profit clubs through the positive awareness of the Clean Regattas efforts

To make a club or an event a Clean Regattas, email [annie@sailorsforthesea.org](mailto:annie@sailorsforthesea.org) or visit [www.cleanregattas.org](http://www.cleanregattas.org). For information about Sailors for the Sea membership, visit [www.sailorsforthesea.org](http://www.sailorsforthesea.org).

## ***About Sailors for the Sea***

Founded in 2004, Sailors for the Sea is a nonprofit organization that educates and empowers the boating community to protect and restore our oceans and local waters. For more information on or to participate in any of the Sailors for the Sea programs, or to become a member and support the organization, visit [www.sailorsforthesea.org](http://www.sailorsforthesea.org)

## **Kid and parent friendly regattas.**

### **Arrival**

Welcome area-EASY drop off area  
Map for trailer parking and facility details  
Use your facility to the max  
Easy trailer parking-NOT around the back behind the tree!

### **Non-Sailing activities – Think outside the box**

Water Slide  
On-land clinic  
Video- debrief  
Ice Cream truck

### **Race Committee**

Bring in the “A” team  
Have the PRO walk the boat park and talk to competitors  
Keep the competitors meeting SHORT  
Scores- try to be online, identify skipper and crew, have a blogger.  
Awards-As soon as possible after all protests, thank everyone.

### **Protest Committee and judges**

Have them walk the dock and dinghy park  
Protesting is part of our game, make it reasonable  
Try open hearings

## **Safety**

Coach boat flags

Safety boat flags

Radio

Emergency Action plan- hand it out/go over it.

Competitor Check in/check out

## **Bonus items**

Coach lunch

Raffle items

Garbage/recycling bags for all coach boats

Trash Cans spread out thru the boat park

Survey after the regatta

## **Club management**

Get them involved with planning

USE their assets re Rolodex

Find out the hotspots

Let them know how many and when are expected

## **Bottom line, its about the kids!**

Avoid lengthy postponements on the water

Keep parents happy

If there is a mistake ADMIT it

Make sure there is something for everyone i.e. be ready to cater to the “non-top” sailors.

WANT TO COME back is HUGE!

**Jay Kehoe- Oakcliff Sailing**

[jkehoe@oakcliffsailing.org](mailto:jkehoe@oakcliffsailing.org)

**410 320 3241 (cell)**


**516 802 0368 (office)**



## Remember who you are working for!

### The Kids!

My advice to you after years of attending Good, Bad & Ugly junior events.



**OAKCLIFF**

Keep the parents happy and make it EASY!

## Logistics

- Welcome Area - clear driving path for boat drop off
- Map of facility w/details
- Rearrange other programming
  - Can't imagine how many ladies tennis/bridge games are during regattas that they did not know was happening and are now freaked out because there are 200 kids at the club.
- Utilize Facilities
  - Cash food/bar options, make sure guest cards are offered.
  - If the pool is available let the sailors/parents know, if NOT let them know as well.
- Trailer parking area- IDENTIFY it!! (special tip make it easy to turn the trailer around)

Think and act Green!

## Logistics Cont.

- Refillable water coolers both on and off the water.  
Pump with 5 gal water jug and small trash can, can refill water bottles all day long.
- Recycling stations and bins.
- First Aid station.
- SCORING
  - Print and post the scratch sheet
  - Check in sailors by sail number
  - Have sailors double check their sail #
  - Have I said double check the sail #'s or bow #'s



Club managers want to look good!

## Involve the Club Management

- Talk about guest cards for visiting parents
- Staff parks elsewhere on regatta day
- Emergency plan-make sure they know what the plan is!
- Be ready for bad weather
- Use their Food and Beverage contacts for sponsorship
- Acknowledge them at awards!

It is never like this here! Be prepared for the unexpected.

## Non-Sailing Activities

### Age-Appropriate social activities

- Karaoke
- Dance w/DJ or Band
- Video Game Stations
- Movie Room
- Ice Cream Sundae Bar or Ice cream truck.
- Waterslide, Inflatable activities
- Clinic talk (bring in that top sailor)

The more they see you the better job you have done!

## Race Committee

### Best Race Management - Not Training!

- Quick tip- the PRO should walk the boat park for a few minutes BEFORE and after sailing!
- Write down your notes for the competitors meeting, keep it SHORT.
- Don't let perfect be the enemy of good.
- Do I want to race in this?
- Do you have a backup megaphone? Talk to the competitors
- USE the coaches
- Scores should be ONLINE with all names (skipper and crew), ideally this should happen throughout the day.
- Awards should be as soon as you can do it and make sure you thank everyone.

Here comes the judge!

## Protest Committee and Judges

Reasonable Judges- again have your judge walk the dock.

- Protesting is part of our game, make it as painless as possible.
- On-water judging ONLY if they have done it before!
- Open protest hearings-make sure your judges can handle it!

Preparation is key here!

## Safety is Visible & Accessible

- Shoreside/Waterborne First-Aid Station
- Safety Chair Shoreside/Waterborne
- Safety boat flags
- Coach boat flags, numbered- should be mandatory for all coaches
- Radios on all coach/safety boats
- Coach briefing
  - Review Emergency Action Plan-*hand out plan!*
  - Discuss weather
- Landside check-out/check-in
  - Tags (treat at turn in)
  - Coach Sign-in

A little something extra goes a long way!

## Bonus Items to keep the herd happy!

- Feed Coaches Lunch
- Snack for sailors as they return/pack up
- Raffle items
- Garbage/Recycling bags for all coach boats
- Garbage cans spread out thru the boat park (golden trash)
- Did I mention check the sail #'s on registration and boats!
- Why start at 0800???? Start later/run later?
- Survey to kids and parents, what can we do better.

Wrap up!

## It is about the kids!

Our goal here is to get butts in boats and keep them there. If you follow these principles you will!

### Keep parents happy

- Make it fun and memorable
- If the RC screwed up, ADMIT IT!
- Have something for the kids who may not be the next.....but love to sail.
- Make sure the Club is happy!