



## HAYLING ISLAND SAILING CLUB SAFETY OFFICER ROLE

(This is not designed to be an exhaustive list of the pre-event processes; many other points to think about will doubtless arise.)

PLEASE READ HISC SAILING SAFETY MANAGEMENT POLICY

- A. Establish contact with RO.  
Are there (to be) any event planning meetings? Should the SO attend?
- B. Commence the Risk Assessment (RA) process.
- C. Concurrently, scope the event for which you are appointed SO.
- Type(s) of dinghy (ies)
  - Number of dinghies
  - Number of courses and length
  - Where, Harbour or Bay
  - Age and competencies of sailors
  - Anticipated weather, tides
  - Will there be a Mothership?

This will begin to indicate the number of patrol boats/crews needed to provide appropriate safety cover.

- D. Commence a crewing schedule – dates, helms, crews etc. This is so that you know who you have on your team. Identify the Beach and Box teams. Check regularly on DutyMan for current volunteers.
- E. If at this early stage it appears you may be short of patrol boats and/or helms/crews, consult ASAP with the RO and with the Sailing Secretary.

What are the implications for the event budget?

- F. Begin to think about how/where you will station your patrol boats on the course.

Some things to remember

- No photographers on patrol boats
  - Visiting Ribs need to register at Club reception and satisfy insurance requirements, and for equipment carried, helm and crew competencies, suitability of Rib for patrol boat duties.
  - Only helm and crew on patrol boats.
  - Requirement to cover/escort from beach to course and on return.
  - Need to cover crossing traffic.
- G. Liaise with BEACH and BOX teams to lay foundations for cohesive operations.



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### H. Confirm and advise team of arrangements for briefings

- Attend Competitor's briefings
- Attend RO/Race Team briefing (daily)
- Hold safety Team briefing (daily)
- Attend any post- racing wrap-ups (daily)
- Be prepared to contribute to any post – event written debrief.

(Where? When?)

### I. Liaise with HMCG and with Harbour Master as appropriate. They will wish to sight the RA. HMCG / HM may wish to attend Competitors and Safety Team briefings.

### J. Don't forget

- To ensure your Safety Team "sign on" daily
- To identify those crew prepared to go into the water.
- To identify first –aiders
- To ensure home / emergency contact details are logged.

### K. Safety Boats to fly identification flags? Where will RO/CRO locate AP and General Recall flags?

### L. Research how to recover / tow the dinghy classes racing in the event you are SO for.

### M. Locate hand-out charts to demonstrate hazards / unsafe water.

### N. Prepare for briefing.