



Herne Bay Sailing Club

Family sailing at its best

www.hernebaysailingclub.co.uk

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Key to Abbreviations:

HBSC:	Herne Bay Sailing Club
RRS:	The Racing Rules of Sailing 2017-2020
RYA:	Royal Yachting Association
ICF:	International Code Flag

BASIC PRINCIPLE

Racing will be conducted according to the principles and practices of the RYA Racing Charter (see appendix A).

1. RULES

- 1.1. Club racing will be governed by the ISAF 2017 – 2020 'Racing Rules of Sailing' (found on the website www.sailing.org/rrs), prescriptions specified by the RYA, individual dinghy class rules and these sailing instructions.
- 1.2. Any changes to the sailing instructions will be posted at least 1 hour before the first signal (see sections 5.1 for details)

2. NOTICES TO COMPETITORS

- 2.1. The events and start times are published in the HBSC Fixture List.
- 2.2. On the day of the event, the course marks, start times and relevant signals, and any other notices, will be indicated on the Club notice board in good time.

3. CHANGES TO SAILING INSTRUCTIONS

- 3.1. Before a race or during a series, the Sailing Committee may change the Sailing Instructions by posting a written notice on the Club notice board at least one hour prior to the start of the race or races concerned. Flying IC flag 'L' from the Club signal gantry will signal any such change.

4. SIGNALS MADE ASHORE

- 4.1. Signals made ashore will be displayed from the Club signal gantry.

5. SCHEDULE OF RACES

- 5.1. The programme of races will be as laid down in the HBSC Fixtures List.
- 5.2. The Sailing Committee may modify or alter the sailing programme. Notice of this will be posted on the Club notice board and/or website with sufficient time for members to be aware.

6. FLEETS

- 6.1. There will be one Fleet unless the Sailing Committee announces otherwise for special events. Notice of this will be posted on the Club notice board and/or website with sufficient time for members to be aware.

7. Fleet FLAGS

7.1. In Club racing the flags used will be as follows:

Single Fleet:

All Fleet Handicap (ACH) IC Flag T

Individual Fleets:

Main Fleet Handicap IC Flag T

Catamarans When required IC Flag no 6

7.2. Boards may also be used to supplement the Fleet flags. For example, to signal a shortened course for a particular fleet. These will be displayed on the race tower.

7.3. For a Committee Boat start, boards may be used rather than flags. Instructions will be posted on the Club Notice Board prior to the race at least 40 minutes before the first warning signal.

7.4. Prizes may be awarded for classes within each fleet. Class consist of the following:

Any class of boat with 3 or more boats sailing within a series:

- Class A – Catamarans
- Class B – PN between 880-993
- Class C – PN between 1055-1105
- Class D – PN between 1150-1200

8. COURSES

8.1. The Duty Race Officer is responsible for setting courses. The course and start line will be selected from the standard courses published in the club. Where the Race Officer considers these inappropriate for the conditions then they may set an alternate course following discussion with a Sailing Committee member (see note 1).

8.2. Courses will be displayed on the Course Board in the Clubhouse at least 40 minutes before the first warning signal (see Note 2).

8.3. All fleets will use the same course unless approved by a member of the Sailing Committee. There may be up to two separate starts depending on the number of entries.

8.4. The standard ISAF **three boat length** rule at marks will apply to all club races.

9. MARKS

9.1. Marks may include orange or yellow pillar club buoys (recommended), round yellow or orange club buoys, council speed limit '8 knot' markers but not structures e.g. The

Dolphin (note 4).

10. THE START

- 10.1. Races will be started using rule 26: **(5-4-1-0)**. Details on the race board, when appropriate, and in the starter's cabin.
- 10.2. In the event of a general recall, the starting sequence will be repeated, but the preparatory signal may be changed per rule 30 (Flags I, Z U or Black).
- 10.3. The starting signals for Pursuit Races will be posted on the Club notice board at least 45 minutes prior to the race.
- 10.4. The start line will be shown on the club notice board. The start line will normally be set at right angles to the first mark but allowing for tidal flows to provide a true beat to the first mark, either:
 - Two marks laid across the transit line from the tower with OCS sighted from the safety boat or the shore line;
 - The club race tower and the pole with the transit of the hour glass triangles above the tower; or
 - The club race tower and a buoy, with an inner distance mark laid as required.
- 10.5. Where a 'committee boat' start line is used it will be between the mast of the committee boat flying an orange flag, and a nearby course mark.
- 10.6. A competitor may be penalized without a protest hearing for failure to comply with rule 29 (Recalls). The penalty will be disqualification. This changes rule 63.1.

11. ALTERATIONS TO THE RACE COURSE

- 11.1. The Duty Race Officer may reposition marks or move the finishing line between races without signals. Between races Flag R may be used to indicate a reversal of the course.

12. THE FINISH

- 12.1. The finishing line will normally be the buoy forming the start line and the race tower.

13. TIME LIMIT

- 13.1. If no boat in a fleet passes the first mark within 30 minutes, the race will be abandoned.
- 13.2. The time limit for each race will be 90 minutes except for the Long-Distance Race

when the time limit will be determined by the Race Officer except for short timed races when the RO will determine the time the race will run and only allow leading boats on the last lap to race to the finish.

13.3. Boats failing to finish within 30 minutes of the finishing time of the first boat, to sail the course and finish, will be scored as Did Not Finish without a hearing. For the Long-Distance Race this will be extended to 1 hour. In timed races some boats will be required to return to the starting area without completing the last lap. This changes rules 35 and A4.

13.4. All races will be calculated on average lap times other than pursuit races.

Please note: time limits may be changed on the day subject to condition 5.1.

14. PROTESTS & ARBITRATION

14.1. ARBITRATION (see Appendix D).

All competitors are encouraged to use the RYA arbitration procedures to settle disputes. This does not alter a competitor's right to proceed to a protest.

The exoneration penalty shall be 20% of the number of boats entered for that race and a minimum of 2 places.

There is no fee for arbitration.

14.2. **PROTESTS**

A boat wishing to protest will inform the Race Officer as soon as is practicable. Protest forms are available from the Race Office and should be delivered to the Duty Race Officer or Sailing Secretary on completion within the time limit.

For each class, protests must be delivered within 30 minutes of the last boat finishing in the last race of the day.

There is no fee for a protest.

15. SCORING

15.1. All races, except pursuit races, are handicap races calculated using average lap times. The club will use the RYA published Portsmouth Number. Where a boat either has no PN number or is being sailed outside their class rules then the Sailing Committee shall allocate an appropriate PN number. An allocated PN cannot be used retrospectively or during the middle of a series but may be changed before the commencement of a series.

Points are normally awarded to the helm, irrespective of the crew, sail number or rig configuration.

Changes of crew and rig configuration should not be used to deliberately enhance the helm's normal position in a series. Changes of rig may be used to ensure good seamanship is possible. Where the Sailing Committee considers that alternate rigs are being used to obtain a competitive advantage as opposed to providing good seamanship, the Sailing Committee may exclude results of the races involved without appeal. In a one-day series a change of rig is not permitted (note 3).

Any change to sail number during the course of a series must be advised to the Race Officer of the day.

15.2. The Scoring system shall be the low scoring system.

15.3. The maximum number of races to count will be:

- Spring Series: 4 of 8
- Early Summer Series: 6 of 10
- Summer Series: 6 of 10
- Late Summer: 6 of 12
- Autumn: 6 of 12

There are no discards where a series completes 3 or less races.

15.4. Race Officer (RO), Assistant Race Officer (ARO), Safety Boat (SB) or Galley (G) - score average points for the races they sailed in the series.

To count a duty score, a competitor must have competed in a race in the same series.

If the same person performs more than one duty then they must have competed in the same number of races as duties to count them in that series. For this purpose competing in a race can include DNS, DNF and DSQ.

A maximum of two duties per series can be counted except for the case in which a member has done two duties and is co-opted by ballot to the Safety Boat for a maximum of 3.

15.5. Series Ties will be broken following the procedure as described in RRS rule A8.

15.6. The following additional scoring will apply:

- Did not finish (DNF) and Retired (RET) - number of finishers in the race plus one.
- Disqualified (DSQ/DNE) - number of finishers in the race plus two

- Did not start (DNS) (other than DNC and OCS) - number of boats that came to the starting area plus one
- Did not start, did not come to the starting area (DNC) - number of boats entered in the series of races.

16. SAFETY

16.1. The safety of a boat and her entire management including compulsory third-party insurance shall be the sole responsibility of the owner/competitor racing the boat. Competitors should carefully consider their competence and that of their crew for the weather and sea conditions forecast.

16.2. The race organisers will not be liable for any loss, damage, death or personal injury howsoever caused to the owner/competitor, the skipper or crew, as a result of their taking part in the race or races.

Moreover, every owner/competitor warrants the suitability of his boat for the race or races.

16.3. The notice of participants is drawn to RRS 'Basic Principle', and RRS 'Part 1 - Fundamental Rules'.

16.4. Rule 40.1 is amended to say that personal floatation devices **must** be worn at all times while afloat whether racing or cruising and Wet / Dry suits **must be worn** during March, April and October.

17. RADIO COMMUNICATION

17.1. A boat shall neither make radio transmissions while racing nor receive radio communications not available to all boats. This restriction also applies to mobile telephones.

18. OTHER AMENDMENTS

18.1. Competitors incurring a 'two-turns penalty' boats may take a 'one-turn' penalty consisting of one tack and one gybe, this amends rule 44.2

18.2. The Sailing Committee may designate a race as a 'coached race'. In this instance advice and communication may be received from third parties. A coached race will be indicated in the same location as the course

18.3. The Race Officer may allow assistance to be provided to a competitor from the safety boat, providing such assistance does not provide a competitive advantage over the majority of the fleet. Where assistance does provide an advantage, the competitor shall score DNF.

19. Trophies

- 19.1. Trophies shall be awarded for all races/series shown on the fixture card.
- 19.2. The Sailing Committee may amend at any time the trophies and qualification criteria by publishing notices on the club noticeboard and/or web site.
- 19.3. The Club Championship will be awarded to the helm (& crew) & boat (irrespective of rig/sail configuration) with the lowest score of 15 counting races. Counting races include all races open to all club members as published on the fixture card, excluding pursuit races, Memorial Weekend races, St Georges Cup and QBA knockout races.

Advisory Notes

1. A set of approved courses will be available in the race tower which are designed to offer fair competition between craft of differing configurations in handicap racing.
2. Setting and laying courses earlier should help to avoid late starts. Helms are advised to launch in good time to ensure they arrive at the starting zone for the Fleet Handicap Flag and 5-minute signal. Race Officers will not delay races for late launchers. Race Officers need to set courses early enough to give Safety Boat crews adequate time to lay courses so that prompt starts are made possible. Safety Crews need to be ready to launch at least 40 minutes before the starting sequence.
3. This Instruction permits, for example, a Laser sailor to switch between Standard and Radial rigs due to weather conditions and for results to count as one boat in a series. In such case the handicap used will be the lower of the two for all races in that series. Changing from a smaller to a larger rig during a series will be treated as separate boats in the results (this to avoid retrospective adjustments to previously published results).
4. Race Officers are instructed to ensure Safety Crews use the yellow pencil Pillar Buoys in preference to smaller less visible buoys. Structures must be avoided as they are a risk to less experienced racers due to tidal streams.

Appendix A - RYA Racing Charter

Objectives

- To provide the framework for everyone to enjoy the sport of sailboat racing in whatever capacity and to whatever level the individual desires.
- To ensure that the sport of sailboat racing welcomes people and treats them equally.
- To ensure that those who experience sailboat racing are encouraged to continue.

Principles and Practices

- The sport welcomes all participants; it relies largely on self-compliance and self-policing. Those that deliberately take unfair advantage of this or behave in an inappropriate manner, either on or off the water, can expect to be brought to account.
- Competitors agree to compete and behave in compliance with the rules and in accordance with accepted standards of sailboat racing. When involved in a genuine dispute, both the parties to the dispute and those deciding the matter will use the established procedures for achieving resolution.
- Foul or abusive language, intimidation, aggressive behaviour or lack of respect for others and their property will not be tolerated.
- Organizers, officials and other providers of sailboat racing agree to strive to provide the fairest racing possible. This includes encouraging feed-back and facilitating the resolution of genuine disputes (including protests) in a timely and proper manner.
- Coaches and other advisors agree to encourage their charges to compete, officiate or behave only in compliance with the above principles and practices.
- This Charter applies equally to those who organize, manage, coach, advise, judge, provide services and compete (including those who support competitors) in sailboat racing.
- The RYA encourages the adoption and implementation of this Charter, and provides guidance and support to individuals and organizations to assist implementation. This guidance and support is consistent with the practices of the International Sailing Federation.
- For further information visit www.rya.org.uk/racing/charter

Appendix B - CONDITIONS OF ENTRY

- Membership of HBSC.
- A Race Entry Form will be available in close proximity to the Club notice board. Prior to the start of the first race of each day, the helm or crew from each entered boat shall complete the form as instructed.
- A competitor who fails to register on the Race Entry Form will be assumed to be a non-starter i.e. 'DNS'. This amends rule 63.1. Competitors who realise, when afloat, that they have not registered may do so via the Safety Boat.

Rotas for Racing and Safety Management will be posted in the Clubhouse and on the HBSC Dutyman system.

Appendix C Arbitration Procedure

INTRODUCTION

If an incident on the water in fleet racing is not resolved by a boat taking a penalty (one turn for touching a mark, two turns for breaking a rule of Part 2 of the Racing Rules of Sailing, retiring in other cases), then the normal outcomes are:

- a protest hearing which may result in a disqualification: this appears to be becoming less common
- a boat retires after finishing: this can happen
- nothing happens, because there is no protest, and no retirement: this is becoming too frequent

The RYA understands a reluctance to take matters to protest hearings, but no one in the sport should condone disregard of the rules. The RYA therefore wishes to recommend that clubs should consider adopting:

(a) an Exoneration Penalty which is less severe than disqualification, and is available after racing for many infringements; and

(b) An Advisory Hearing and RYA Arbitration, two new quicker ways of resolving disputes.

EXONERATION PENALTY

- A 20% scoring penalty as stated in rule 44.3(c) (except that the minimum penalty is two places). The RYA recommends a 20% scoring penalty, which is appropriate for most Club racing. However, this can be varied in the sailing instructions according to the level of the event, number of competitors or size of fleet. For example, a 30% scoring penalty may be more appropriate at an Open Meeting, and a 40% scoring penalty at a National Championship.
- It may be accepted after finishing and before the start of any protest hearing.
- When it is accepted, a protest committee cannot penalise that boat further over the same incident.
- Once accepted, it cannot be withdrawn even if a protest committee later decides no rule was broken.
- It is available for breaches of the rules of Part 2 (rules 10-23) and of rule 31, if a penalty could have been taken for the infringement at the time of the incident. and for breaking rule 42.

PUTTING THE EXONERATION PENALTY INTO EFFECT

Adopting the Exoneration Penalty does not need either the Advisory Hearing or RYA Arbitration to be adopted, but the Exoneration Penalty is an essential part of RYA Arbitration. It may be decided that making the Exoneration Penalty available for a boat to accept will be sufficient. However, the use of one or both of the two new methods for resolving disputes is recommended and can be stated to apply in the notice of race and in the sailing instructions. They are:

1. AN ADVISORY HEARING

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Its purpose is to discuss incidents with an adviser and resolve them promptly in an informal but positive way, so that competitors understand the rules better. It is available only where there is no injury, serious damage, related protest or RYA Arbitration.

When an Advisory Hearing is requested, and if all parties agree to this procedure, an adviser will quickly hear what the parties have to say, decide whether the issues are clear enough without further evidence, and, if so say whether any boat broke a rule, and, if so, which and why.

Redress is not available, but a race committee may agree to correct a mistake if it comes to light.

2. RYA ARBITRATION

Its purpose is to decide protests and requests for redress more simply and quickly.

When a protest form is lodged, a boat may request RYA Arbitration, or the protest committee may suggest it. If the boats and a member of the protest committee or race committee agree that RYA Arbitration is suitable a single arbitrator (who may be that member of the protest committee) hears the evidence of the parties and decides whether any boat broke a rule, and, if so, which and why. The arbitrator will then invite a boat that appears to have broken a rule to accept an Exoneration Penalty.

When a penalty is accepted, this will normally conclude the matter – a boat that takes a penalty shall not be penalised further with respect to the same incident unless she caused injury or serious damage or gained a significant advantage. When it is not accepted, the protest hearing will follow. The arbitrator may decide that in fact the matter should be heard as a full protest, but a boat may still accept an Exoneration Penalty before the hearing which will avoid the possibility of disqualification. When redress is offered and accepted, the protest committee or race committee may ask for a full hearing. When it is offered and not accepted, or not offered at all, the boat may proceed with her request at a full hearing before a protest committee.

	ADVISORY HEARING	RYA ARBITRATION	PROTEST HEARING
Initiation	Oral request	Protest form	Protest form
Validity of Protest notification	Not required	Required	Required
Time Limit for a boat to ask for a hearing	None	Normal protest time limit, arbitration request may be made on the protest form related to the incident	Normal protest time limit
If one boat does not agree to participate -	- the hearing will not take place	- the arbitration will not take place, and it will be heard as a normal protest	- the protest committee will normally proceed if one party decides not to attend

Penalty	A boat may voluntarily accept an Exoneration Penalty if it is available for the rule broken, but she is not required to do so.	Arbitrator may invite (but not require) a boat to accept an Exoneration Penalty if it is available for the infringement, or, if it is not, to retire (RAF)	Normal disqualification or other applicable penalty
If there was injury, serious damage or a boat gained a significant advantage	Exoneration Penalty not available, the boat should retire	Exoneration Penalty not available, the boat should retire	Disqualification for not retiring
Redress	Cannot be awarded, but a Race Committee may correct an error that is identified	Full range of redress options where the issue is not complicated	Full range of redress options
Further options	None	Any party may seek to have the decision reviewed by calling for a full hearing of the protest or request by a protest committee. ¹	The decision may be appealed
Paperwork	None	Completed protest form	Completed protest form