

Sailing



Document updated 31/01/12 by: Paul Melling & Jenny Lantry

PURPOSE	<p>To acquire sailing skills and experience harnessing natural energy to travel. To provide a vehicle for environmental awareness. Introduction to or increasing experience in a sport for life. Subject area to increase vocabulary (via sailing terminology). Single handers: Independence, personal challenge and responsibility. Crew dinghy: Working and responsibility with others.</p>	OUTCOMES	<p>Sense of achievement and meeting challenge Shared responsibility, trust in peers (buddy system), and safety awareness Increased understanding of water environments; wind, temperature Introduction to possible lifetime activity. Create an activity and an atmosphere where an element of perseverance is required for success.</p>
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	Required	Recommended	Suggested
EQUIPMENT CONCERNS	<p>Buoyancy aids, sized correctly Extra buoyancy in boats, airbags, bulkhead compartments Helmets when appropriate, i.e, gusty winds. Boats marked with centre name and telephone number. Balers available for wayfarer.</p>	<p>Waterproof/windproof layer Wetsuits for longer sessions and according to weather</p>	<p>Materials/resources. (There are books at Ardwhallan for ideas)</p>

	Before leaving the centre	Pre-session briefing	End of session
STANDARD OPERATING PROCEDURES	<ul style="list-style-type: none"> • Tie glasses on for spectacle wearers. • Foot wear to be worn. • Any medication to be kept at hand • Life jackets (instead of buoyancy aids) must be used for Epileptics • Check groups buoyancy aids, helmets • Appropriate dress to the conditions • Assess the group size in relation to prevailing conditions, location and group ability and tutor/adult/student ratios. • Safety boat on water before any of the fleet is launched. • Should increased wind strength dictate a reduction in sail area, it is required that the boat is sailed with an appropriate balanced sail plan, the sail area being dependent upon wind strength. Jib only (no main) on a run. 	<ul style="list-style-type: none"> • Dangers relating to lifting and carrying boats, buddy system etc. • Dangers relating to site e.g. dock edge, slipway and run-off. • An appreciation of other water users Fishermen • Group control signals and boundaries of sailing area before going afloat. • Briefing for action in event of capsize. 	<ul style="list-style-type: none"> • Dinghies are secured and cleaned at end of session. • Kit is returned to the Boathouse and it is locked • Buoyancy Aids, Helmets, Cags & Wetsuits are returned to stores neatly or hung up in the drying room if necessary • De-brief the group • Complete Session Sheet and any other paperwork necessary

Generic Risks, Injebreck Reservoir.

Minimum Leader Qualification	RYA Dinghy instructor (Under the supervision of a Senior instructor)	Minimum Assistant Qualification	In house assessed
Max group size with Leader	6	Max group size with Assistant	8

Instructors should be able to show evidence of having run a minimum of 6 sessions yearly and should be involved with regular training sessions in-house or other. They should also hold an up to date and relevant First Aid certificate.

Hazard	People at Risk	Control Measures	Risk (minimal, manageable, unacceptable)
Drowning	Staff & Participants	All sessions run by qualified staff Group to be issued with buoyancy aids & briefed on what to do should they capsize	Manageable
Injuries while carrying equipment, loading/unloading trailer	Staff & Participants	All staff aware of the correct methods of lifting & carrying equipment Safe lifting to be explained & demonstrated Supervisions at all times	Manageable
Head Injury	Staff & Participants	Helmets to be worn by beginners & when appropriate doing Gybe training, and strong gusty winds	Manageable
Equipment Failure	Staff & Participants	Regular equipment checks & records kept Visual & handling checks before and during session	Manageable
Entrapment	Staff & Participants	Student to be made aware of the action to take and to indicate to the safety boat they are OK. Safety boat person to carry Knife, cutters. Masthead floats to be fitted to the Vibes and Wayfarer.	Manageable
Hypothermia	Staff & Participants	Group clothing to be appropriate to weather conditions before the session All participants to be monitored for signs of hypothermia Session length and content should be appropriate to the temperature	Manageable
Heat Exposure/Sun Burn	Staff & Participants	Sun cream to be available Group to keep covered up and in shade where possible	Manageable
Being hit by cars on Road	Staff & Participants	Unload & load trailer in safe area, ie on slipway Groups to be escorted by member of staff on roads	Manageable
Being hit by safety boat	Staff & Participants	All drivers of the safety boat to be trained to a minimum of RYA Level 2 Powerboat	Manageable
Propeller	Staff & Participants	Engine to be turned off when arriving at rescue	Manageable
Uncontrolled coalitions	Staff & Participants	Area and direction to be explained to the group before getting on the water basic rules of the road to be expand to the group	Manageable
Boats hitting legs on jetty	Staff & Participants	Group to be made aware of the dangers of sitting with legs hanging off the jetty	Manageable
Injury from fishing hook	Staff & Participants	Footwear to be worn when walking around Ask fishermen to stop casting while group is passing through Cary first aid kit	Minimal
Pollution in the water/reservoir	Staff, Participants, Wildlife & Public	Boats to be kept clean Washed down with fresh water if moving from one location to the other	Minimal

Essential equipment

Personal – Buoyancy aid, cag, helmets (if appropriate) & personal medication. *Also check for warm clothing and appropriate footwear*

Group – Boats & buoyancy

Leader – Basic first aid kit, knife, phone, whistle

Locations – Injebreck Reservoir

- In agreement with the Water Board, who kindly allow us to use the Reservoir, and DAFRA, who keep it stocked for fishing we have two designated launching areas. The first is at the slipway at the south end and the second is 400m up from there where we store our boats and equipment. Where possible prior warning should be given to other users of the reservoir by means of a sign placed at the location of launching with session times on.
- Keeping other users and wildlife in mind shouting should be kept to a minimum
- Vehicles should be parked clear of the slipway after unloading
- Swimming is not allowed in the water and only in structured sessions is entry into the water allowed as part of a rescue or confidence building exercise.
- All staff operating session on behalf of Ardwhallan Outdoor Education Centre will have an appropriate qualification and be signed off for use of the reservoir by a senior member of Adventure Education. Groups are to be encouraged to use the toilets at Ardwhallan, as there are no provisions at the reservoir.

Instructors must keep up to date with any changes to these Sailing Procedures (Copies of and altered procedures will be posted in the staff room and staff notified)