

**Hartsholme Electric Model Boat Club,
Lincoln.**



Member's Handbook.

- 1) An Introduction for New Members**
- 2) Club Constitution**
- 3) Safe sailing Manual**

2009 EDITION.

Hartsholme Electric Model Boat Club, Lincoln.



1) An Introduction for New Members.

2009 Edition.

**Welcome
To
Hartsholme Electric Model Boat Club, Lincoln.**

This information package has been compiled to give new and existing members an idea of the activities in which the club is involved, as well as providing information for those starting in the model boating hobby.

To be a member you do not have to be a modeller although this is usually the starting point of interest. Existing members have a wide range of skills and are more than willing to help the novice in resolving problems. Although the administration of the club is in the hands of an elected committee, there are many ways in which individuals can contribute their own skills to its general activities. The club belongs to its members and it is their efforts which make it a success.

There is also a social aspect in being part of a group brought together through a common interest. The whole family can take part in many activities and from time to time the club is involved in fund-raising for related charities, eg the RNLI.

In support of our modelling we hold regular club meetings, these are held at

THE POST OFFICE CLUB,
DUNKIRK ROAD, off BURTON ROAD,
LINCOLN,
and take place on the 3rd Thursday in the month.
(NOT August & December)

Although the club is primarily concerned with model boating, it can be an introduction to the whole modelling world.
Our aim is that modelling should be both fun and rewarding, with the emphasis on FUN.

Hartsholme Electric Model Boat Club, Lincoln.

The Club is a direct descendent of Lincoln's oldest model club, which originally sailed on the Brayford and Boultham Park Lake. Since 1982 we have sailed on the lake within Hartsholme Country Park which is some two miles South West of Lincoln City Centre.

We are licensed by Lincoln City Council to use a designated area of the lake, the remainder being given over to wildlife and the local fishing club. Models using internal combustion engines are prohibited, but all other types of powered models are operated, including scale, semi-scale and fast electric. We have an active tug fraternity and there are also some yachts, although sailing the latter is at times difficult due to the surrounding trees affecting the wind over the surface of the lake.

Whilst our main activity is simply sailing for fun, we do hold some "friendly" competitions to test our sailing skills, and participation in these is entirely voluntary.

The Club provides Insurance and Policy Guidance on major matters affecting model boating at Hartsholme.

Sailing is allowed on all days of the week within the times of 9.00am till dusk on Saturday and Sunday, and noon till dusk on all other days.

We hope you will enjoy your time with us.

CLUB POLICY ON THE PROMOTION OF WELFARE AND CARE OF CHILDREN AND VULNERABLE ADULTS.

Hartsholme Electric Model Boat Club is committed to the care and welfare of children and vulnerable adults, particularly when it concerns protection from abuse. Everyone has a part to play whether they be an elected officer, club officer, or a member. However, the parents, guardians, carers, friends and not least those that we are caring for also have a vital part to play.

Accordingly, the Club has developed a specific policy to promote the care and welfare of members who are children or vulnerable adults. All club members are required to adopt this policy and the associated guidelines to ensure they are following good practice and meet any legal obligations, not only to protect those children and vulnerable adults but also those working with them. This policy is intended to be consistent with that produced by the MPBA, the National Organisation for model boating.

**** Members are specifically advised that if they suspect a child or vulnerable adult is being abused in any way during their model boating activities they MUST immediately inform a member of the Club Committee, who may then involve the appropriate Authorities. The source of any such contact will always remain strictly confidential.****

GUIDANCE ON CARING FOR JUNIOR (AND VULNERABLE ADULT) CLUB MEMBERS.

- (a) Responsibility for such club members is shared between their parents or guardians and all adult club members. All members should be aware of these responsibilities.
- (b) Junior members must ALWAYS be accompanied and supervised by a parent, guardian or a designated responsible adult. The level of supervision is to be commensurate with the junior member's age, maturity, capabilities and levels of experience.
- (c) A junior member is usually defined as being less than 18 years of age but particular care must be taken with the supervision of those

juniors under the age of 14 years. A responsible adult is defined as a parent or guardian, another adult nominated by them, or a senior member who has experience commensurate with the type and degree of supervision required.

(d) No adult member is to be expected to assume responsibility for a junior member unless they have been specifically requested to do so by the junior member's parent or guardian. If requested to do so, they are to assume complete and total responsibility for the junior member whilst they are in their charge.

(e) Should an adult member discover a junior member is unsupervised, they must assume responsibility for the junior member's safety in the first instance. The situation should then be rectified as soon as possible by seeking out the junior member's parent, guardian or designated supervisor. Any instance of such an occurrence is to be reported to the Club Committee as soon as possible

(f) Whilst supervising junior members, adult members should be aware of the requirements of The Children Act (1989) and avoid placing themselves in a position that could be open to misinterpretation or question.

(g) Any adult member requested to give sail training to a junior member should ensure that the parent or guardian remains in close proximity and that, as far as is practicable, instruction is given verbally or by a twin transmitter "buddy-box" arrangement.

(h) Any adult member wishing to engage in modelling activities which require frequent contact with children eg visiting schools, youth clubs and such like is **STRONGLY ADVISED** to undergo the formal vetting procedure, details of which can be obtained from the Club Secretary.

(i) Any adult member wishing to undertake such activities in the Club's name is **REQUIRED** to undergo this vetting.

(j) It should be noted that any disclaimer concerning the care of any member, particularly junior members, is not acceptable in law.

SUMMARY OF CLUB INSURANCE POLICY.

(The Full Policy is available, on request, from the Club Secretary)

Insurer: - Royal and Sun Alliance Insurance plc.

1. Public/Product Liability, including member to member liability: -

Limit of Indemnity is £5,000,000 (Including Legal Defence costs up to a £250,000 limit).

Requirements: Models MUST be operated with reasonable care and members MUST comply with any bye-laws or other regulations.

Property Damage Excess: £50.00.

Exclusions to the policy: a) Acts of Terrorism.

b) General Pollution and Contamination.

c) Deliberate acts of abuse.

Entitled to Indemnity: The Club itself, its committee members, and all subscribed and registered members.

Operative Time: 365 days per year.

Activities covered: a) Any recognized, authorised activity of the Club (to include open days and social events).

b) All subscribed and registered members, whilst undertaking modelling activities.

Territorial Limits: Anywhere in the United Kingdom & Europe.

Claims: All incidents that may give rise to a claim in the future must be advised to the club secretary and the Insurer at the time of

occurrence. Any letter of claim MUST be passed to the Insurer without acknowledgement. Our Policy document provides

details of who to contact (ask the Club Secretary!)

NB. This Insurance does NOT extend to Volunteers, family members or friends who are not registered as Club Members.

2. Personal Liability for Club Officials is included with the above. Limit of Indemnity is £1,000,000. (Cover remains valid for up to three years after leaving office).

3. Directors and Officers Liability. Limit of Indemnity is £500,000.

This covers officials being sued for matters beyond those covered by Section 1 & 2 above. Such matters include issues related to Health and Safety, pollution, failure to arrange adequate Insurance, Financial irregularity, Breach of Trust, Libel and Slander, Corporate Manslaughter and any Negligent acts or Omissions. The costs of rebutting even frivolous claims can be significant, and in the limiting case could result in the bankruptcy of those officials affected

Hartsholme Country Park, Lincoln.

This is our Sailing Water.

Hartsholme Lake was excavated in 1848 by Lincoln Waterworks Company as a water supply for the City. It remained the principal source until the early 1900's, when a typhoid outbreak resulted in the Lake being replaced by Elkesley bore holes.

In 1862, Joseph Shuttleworth, a local industrialist, bought adjoining land and built Hartsholme Hall overlooking the lake. A noted landscape artist of the time, Edward Milner, who also designed the Arboretum in Lincoln, was commissioned to design the gardens.

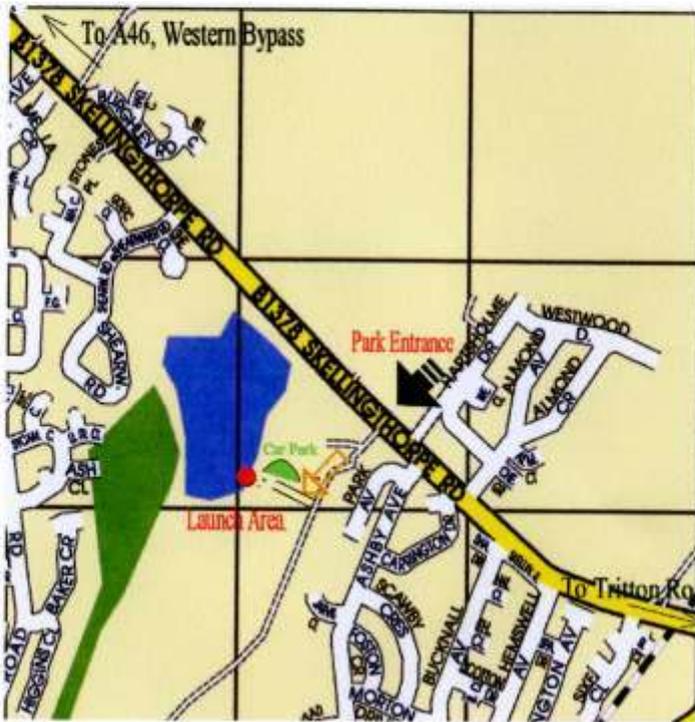
The estate changed hands many times, prospering particularly during the ownership of Lord and Lady Liverpool from 1909 to 1939 when it was expanded from 300 to over 2000 acres. During the Second World War the estate was used by the War Department for military training and it subsequently fell into disrepair. In 1951 it was purchased by the then Lincoln Borough Council who demolished the Hall and opened the grounds to the public.

It was designated a Country Park in 1974, and was officially opened, with a ranger service, five years later. At the time there was one ranger covering 88 acres, since when the Park has grown to 96 acres. In 1991 the adjoining Swanholme Lakes Local Reserve (a site of Special Scientific Interest comprising 140 acres of flooded sand and gravel pits) was opened, and now supports many uncommon species of aquatic plants, dragonflies, amphibians and reptiles.

Entrance to the Park is off
SKELLINGTHORPE ROAD
LINCOLN
LN6 0EY

It is well signposted from the Lincoln Western Bypass (A46) and other major roads in Southern Lincoln.

Location of Sailing Waters at Hartsholme Country Park, Lincoln.



NB We are allowed to sail here by kind permission of Lincoln City Council.

Boat Modellers Web Directory.

- www.astec.pwp.blueyonder.co.uk Fast Electrics
- www.deansmarine.co.uk Kit Manufacturer
- www.electronize.co.uk Motors &
Controllers
- www.mobilemarinemodels.co.uk Kit
Manufacturer
- www.modelflags.com Distributor for
BECC
- www.modelslipway.com Kit
Manufacturer
- www.sirmarmodelships.com Fittings
- www.kingstonmouldings.co.uk Hulls
- www.modelpower.co.uk Batteries
- www.prop-shop.co.uk Props & Drives
- www.hovercraftmodels.com Hovercraft Kits
- www.ripmax.com General Importer

Shops.

- www.gee-dee.co.uk Nottingham
- www.howesmodels.co.uk Oxford
- www.gliders.uk.com Newark
- www.westbourne-model.co.uk Bournemouth
- www.amodelworld.co.uk Northwich
- www.jotika-ltd.com Droitwich
- www.hobbystores.co.uk Various
- www.modelshops.uk.com Great Yarmouth
- www.pegasusmodels.co.uk Norwich
- www.bandhmodels.co.uk Lincoln

Magazines.

- www.marinemodelmagazine.com Traplet Publications

Postal and Telephone Directory.

Mobile Marine Models, High Cliff Farm, High Cliff,
01522 730731 Ingham, Lincoln, LN1 2YQ.
(Tug Kit Manufacturer)

Model Motors Direct, Keepers Cottage, Home Farm,
0779 0704921 Iwerne Minster, Dorset, DT11 8LB
(Quality Electric Motors)

B & H Models, 13 Corporation Street, Lincoln, LN2 1HL.
01522 538717 (Model Shop)

Midway Models, 157 St Leonards Road, Leicester, LE2 3BZ
(Model Shop)

Marine Modelling International, Traplet Publications Ltd.,
01684 588500 Traplet House, Pendragon Close, Malvern,
Worcestershire, WR14 1GA. (Magazine)

Hartsholme Electric Model Boat Club, Lincoln.



2) Constitution.

2009 Edition.

CLUB CONSTITUTION.
(Approved AGM Oct 2008)

TITLE

Hartsholme Electric Model Boat Club, Lincoln.

OBJECT

To promote all forms of Model Boating, but especially
ELECTRICALLY POWERED models.

(NB: - Internal Combustion Power is NOT permitted).

MANAGEMENT

A Committee will be elected annually by members of the Club
at the Annual General Meeting.

a) The Committee shall consist of the following:-

Chairperson

Secretary

Treasurer

A Competitions Secretary may also be appointed at the
discretion of each AGM, as may a Public Relations Officer.

b) Terms of Reference:-

Chairperson.

Will preside over and run all Club Meetings.

Will control and co-ordinate the actions of the
Committee.

Secretary.

Will maintain accurate records of Minutes of
Meetings.

Will deal with all correspondence to/from external
Parties.

Will maintain an up-to-date Register of Club
Members, in conjunction with the Treasurer.

Treasurer and Membership Secretary.

- Will maintain accurate records of all Income and Expenditure, and of changes to Membership.
- Will deposit all Club monies, in the name of the Club, with a Local Building Society.
- Will remind all Members of Fees due, and issue Membership Cards to all paid-up members.
- Will pay all License Fees due to Lincoln City Council (Lake & Boathouse).

Competitions Secretary.

- Will organise and run all Club Competitions.
- Will maintain accurate records of all results.
- Will provide Trophies for all Competitions.
- Will liaise with other Clubs, where appropriate, regarding Competitions/Shows.

Public Relations Officer.

- Will promote and maintain good relationships between the Club, the general public & the media.
- Will obtain Committee approval for planned actions.
- Will report all activities at the monthly Club meetings.

c) Sub-Committees.

- The Committee is empowered to co-opt Club Members to form Sub-committees at any time.

MEETINGS.

- Meetings will be held monthly on the third Thursday at 19.30 hrs. (NOT August and December)
- The Annual General Meeting will be held in October.

CLUB MEMBERS.

Each Member is responsible for ensuring that:-

- a) The Club is not brought into disrepute.
- b) They comply with all Club Policy, particularly that concerning children and, expressly, Junior Members.
- c) The Committee is advised of any problems at the earliest opportunity.
- d) The sailing area bank is kept free of litter.
- e) The Boathouse is kept tidy.

Each Sailing Member MUST be covered by Insurance obtained through the Club, and is additionally required to ensure that:-

- a) They comply strictly with the Sailing Rules.
- b) A Frequency Pennant is displayed on their transmitter aerial at all times.
- c) Buoyancy Aids are worn when using the Club's Rescue Boat.
- d) Boathouse Keys are kept secure. (Where relevant)

SUBSCRIPTIONS.

Subscriptions are payable on or before the 1st Jan each year and late payments may be subject to a surcharge. All subscription rates and charges will be set at the previous AGM.

Grades of membership are:-

Adults - 18 years of age and over.

Juniors - under 18 years.

Associate - available to NON-SAILING members.

Family* - if more than one member of a family is a Club Member, a reduced rate may apply.

Details are available from the Treasurer.

*A "family" is defined as those living at the same address, or, for example, grandparents/grandchildren living at different addresses. Relationships by bloodline, marriage and adoption are all equally acceptable.

All insurance costs, including that for the Dinghy, are included in the Annual Subscription!

SAILING WATER.

That section of Hartsholme Lake as defined in the Licence Agreement with Lincoln City Council dated 4th March 1994 and detailed in the Club's Safe Sailing Manual.

CLUB TROPHIES.

Trophies are to be returned to the Competition Secretary on or before the day of the next relevant competition.

COMMUNICATIONS.

The committee will keep the Membership informed on matters of interest at the Monthly meetings. Urgent matters will be communicated by letter to all members.

HONORARY MEMBERSHIP.

This may be awarded to any person who, in the opinion of the Club, has given outstanding service. The number of such members may not exceed 10% of total membership.

Honorary Members have NO voting rights.

WITHDRAWAL OF MEMBERSHIP.

In the unlikely event that a Club Member is accused of bringing the Club into disrepute, the Member will be given every opportunity to present their case to the Committee. Only after due consideration may they then decide whether Membership should be withdrawn.

Constitution revised and approved at AGM 16th October 2008.

Hartsholme Electric Model Boat Club, Lincoln.



3) Safe Sailing Manual

2009 Edition.

SAILING GUIDE

Hartsholme Electric Model Boat Club, Lincoln.

A Basic Guide for New Members and parents of Junior Members.

- 1 Model boats operated by radios using either the 27 MHz or 40 MHz frequency MUST USE CRYSTAL CONTROLLED EQUIPMENT! Alternatively 2.4GHz equipment or similar is allowed. 35MHz and other frequencies are NOT allowed.
- 2 Each new member will be issued with one frequency and, to avoid unnecessary expense, IT IS BETTER TO ESTABLISH YOUR ALLOCATED FREQUENCY BEFORE BUYING YOUR RADIO EQUIPMENT!
- 3 The radio transmitter must have your frequency pennant (27 MHz) or frequency number (40MHz) attached to the aerial, AND THE TIP OF THE AERIAL MUST BE COVERED BY A SHIELD TO PREVENT EYE INJURY!
- 4 Switch on your transmitter BEFORE your receiver, and off AFTER the receiver.
- 5 Test your model controls on land BEFORE PUTTING IT ON THE WATER!
- 6 If you share a frequency with another Member, GET TO KNOW YOUR JOINT USER and so avoid a dangerous situation. IT IS YOUR DUTY TO ENSURE THAT YOU DO NOT INTERFERE WITH THE CONTROL OF BOATS ALREADY ON THE WATER!
- 7 ONLY electrically powered, steam powered, or wind powered models are allowed on Hartsholme Lake, as it is a nature conservation area.
- 8 KEEP YOUR SPEEDS LOW WITHIN 10m OF THE LAUNCH PLATFORMS, this is a Designated Low Speed Area!
- 9 You are strongly advised NEVER TO SAIL ALONE! You may need assistance in the event of an accident.
- 10 Model boats can and do SINK, make sure your boat can be recovered in the event of an accident on the water by incorporating one of the following features:-
 - a) Install polystyrene foam within the hull to help keep it afloat.
 - b) Ensure all hatches and apertures are sealed to prevent water ingress.
 - c) Securely attach a marker buoy or buoyant hatch to your model with a strong lightweight line about 4m long.

If in doubt about anything, ask an experienced member.

A full version of our requirements for Safe Sailing can be found in the following pages of this Handbook.

SAFE SAILING MANUAL (2009).

Hartsholme Electric Model Boat Club, Lincoln.

General Sailing Rules, Risks and Safety.

SUMMARY.

Our overall activities on Hartsholme Lake are controlled by Contracts signed jointly by the Club and Lincoln City Council.

Sailing model boats powered by wind or electrical motors can generally be considered to be a low risk activity, both in terms of the likelihood of an incident occurring and, with a few exceptions, in the severity of any subsequent injury or damage. This is particularly true at Hartsholme where the tiered and boarded frontage aids access and constrains boats in the water.

Nevertheless our activities are not zero risk and we are operating in a Country Park where the close presence of the General Public requires us to be controlled in our behaviour.

The attached Risk Assessment and resulting Sailing Rules, many of which are already well established, must define our behaviour at the lakeside; by following them we will be able to maximize enjoyment and safety for both the General Public, visiting clubs and ourselves.

These Rules and Guidelines apply to ALL Members, as appropriate.

Launching is permitted ONLY from the tiered and boarded area, just to the East of the Boathouse, which may be partitioned in the interests of Safety, as shown in attached Diagram A, while Sailing should be confined to the area of the lake outlined in Green on the attached Diagram B. Under no circumstances may we sail outside the area outlined in Red.

Allowed sailing times are:-

Monday to Friday	Noon till Dusk
Saturday and Sunday	9am till Dusk

The Club is also allowed to use the Boathouse for Storage purposes.

Freehand Sketch of Launch Area and Partition Zone.

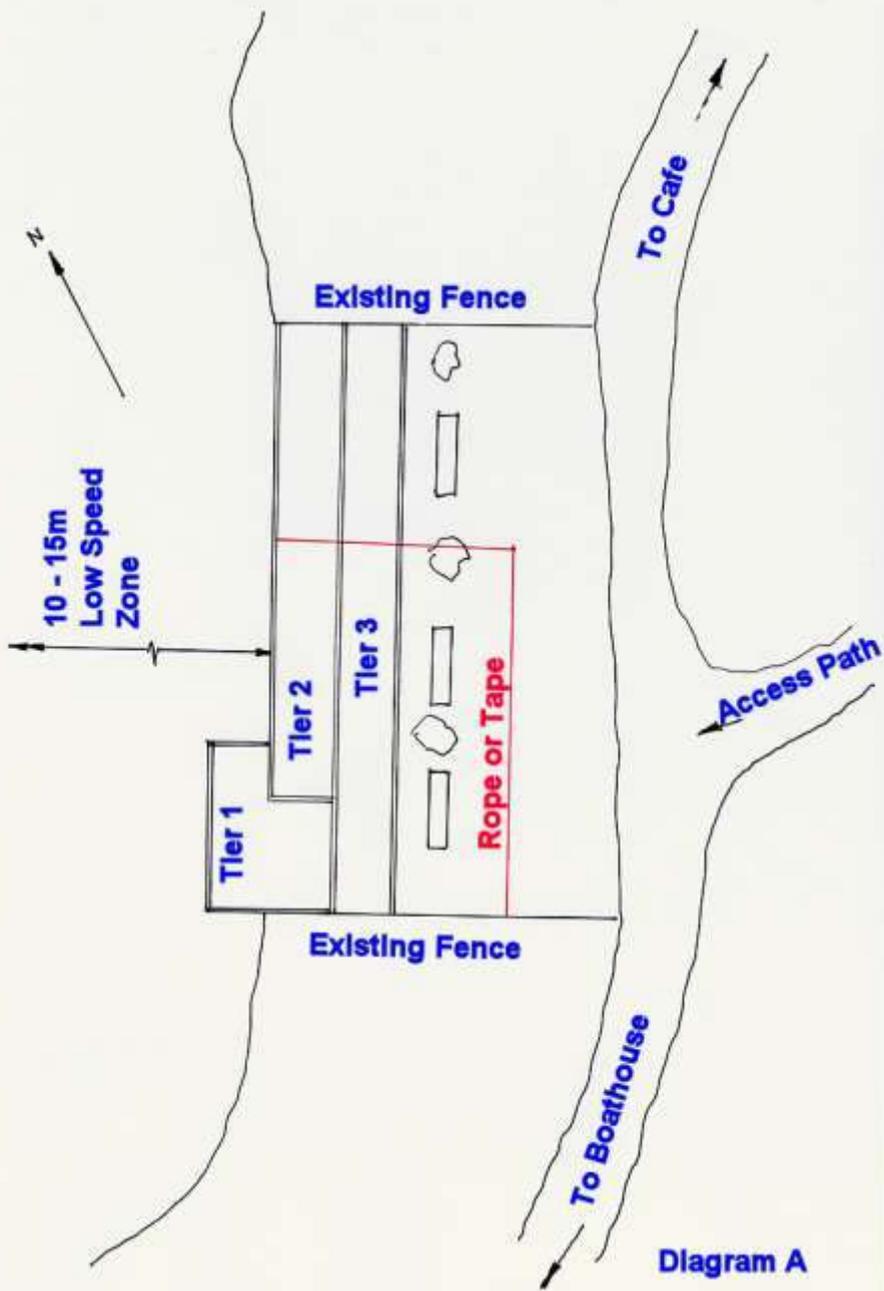
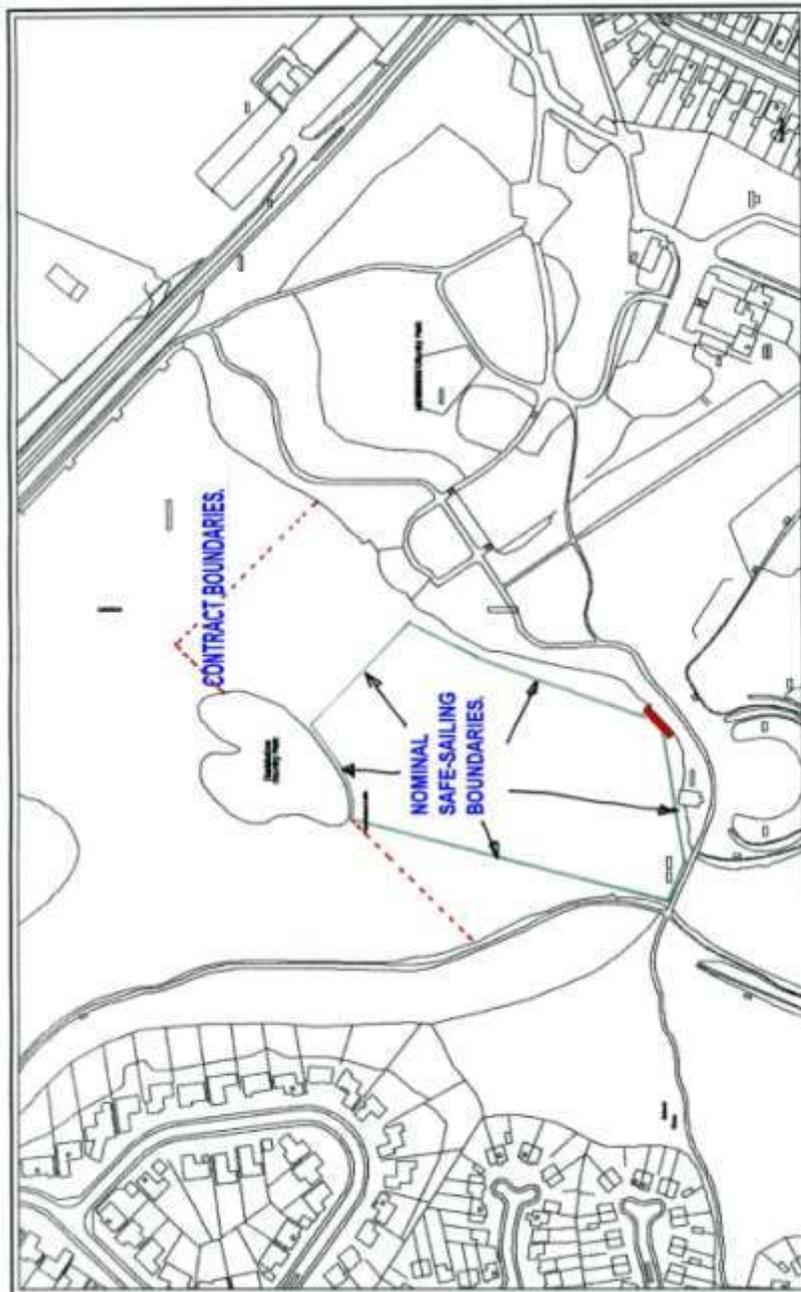


Diagram A



CITY OF
Lincoln
COUNCIL



HEMBC

Scale: 1:2500

© COPYRIGHT ORDNANCE SURVEY

Diagram B



SAFE SAILING MANUAL (2009).
Hartsholme Electric Model Boat Club, Lincoln.
CONTRACTUAL AND FORMAL REQUIREMENTS.

LINCOLN CITY COUNCIL LICENSES AND AGREEMENTS WITH H.E.M.B.C.

The Club's authority to use Hartsholme Lake is essentially determined by two Contracts between the Club and Lincoln City Council. These contracts are held with the Club's master records, but are available to view should any Member so wish.

In summary, the first of these, dated 4th March 1994, allows us, for an annual payment, to sail from a defined area of the bank over a defined area of the lake. A subsequent letter of 2nd April 2004 permits us the current sailing times, while a further letter of 9th Feb 2005 permits us to section off part of the designated bank for Club Members' use only, in the interests of Safety. Further details are given in Diagrams A and B included herein.

The second contract, dated 20th September 1994, allows us, for a further annual payment, to use the Boathouse for storage, subject to several conditions, amongst which are:-

- a) That we keep it clean.
- b) That we make no structural changes.
- c) That we do not disturb the bats.

This second agreement is conditional upon the first agreement remaining in force.

INSURANCE.

All Sailing Members are required to have appropriate Insurance obtained through the Club.

POLICY ON CHILDREN AND VULNERABLE ADULTS.

This Policy is stated in the Introduction for New Members section of the Handbook and is an essential part of overall Club Policy and Practice, particularly as it relates to Junior Members. It is required reading for all Adult Members and parents of Junior Members.

BASIC CLUB REQUIREMENTS.

Junior Members up to, and including, the age of 14 **MUST ALWAYS** be accompanied at the Lakeside by a parent, guardian or a responsible adult nominated by them.

Adult members requested to give Sailing Instructions to Junior Members should, as far as is practicable, do so verbally or by use of a twin-transmitter "buddy-box" arrangement.

SAFE SAILING MANUAL (2009).

Hartsholme Electric Model Boat Club, Lincoln

Risks & Safety at the Lakeside.

Identification of Lakeside and Sailing Risks.

- 1) Risks to General Public.
 - a) Push/Fall/Trip into lake
 - b) Hit by high speed boat leaving water
 - c) Fingers caught in propellers
 - d) Poked in eye by transmitter aerial, or masts and projections from models
 - e) Damage to third party property

- 1) Risks from General Public.
 - a) Push/Fall/Trip into lake
 - b) Push/Trip while carrying boat to/from water
 - c) Injury from bikes/prams/dogs etc
 - d) Damage to boats by touching/knocking
 - e) Radio interference (eg model cars elsewhere in park)
 - f) Distraction by spectators whilst sailing(eg uncontrolled children/dogs)
 - g) Injury/damage from park wildlife
 - h) Injury or distraction from unruly or violent members of the public

- 2) Member to member risks
 - a) Push/Fall/Trip into lake
 - b) Push/Trip while carrying boat to/from water
 - c) Hit by boat leaving water
 - d) Fingers caught in propellers
 - e) Poked in eye by transmitter aerial or masts
 - f) Damage to boats ashore
 - g) Damage to boats in water(eg radio interference or malfunction)
 - h) Damage to boats in water(eg pilot inexperience or incompetence)

- 3) Individual member risks(in addition to above)
 - a) Accident to self if sailing alone
 - b) Accident involving third party if sailing alone

- 4) Specific risks while using the Dinghy
 - a) Trip, stumble, fall from bank or overbalance when boarding or leaving
 - b) Trip stumble or fall from boat onto shore or into water
 - c) Fall into water while reaching for or handling objects or models in the water
 - d) Drowning after falling into water
 - e) Injury from wildlife, overhanging trees or missiles thrown by third parties.

SAFE SAILING MANUAL (2009).

- 6) Specific risks when using waders.
 - f) Sinking or becoming stuck in silt on lake bed
 - g) Waders filling with water due to a cut or tear
 - h) Waders filling with water as a result of overbalancing
-

Required Lakeside and Sailing Procedures.

Push/Fall/Trip into lake.

- i) NEVER lean over water when launching/retrieving boat. Power boats should where possible be launched/retrieved using the mechanical winch.
- ii) NEVER attempt to work on a boat while it is afloat.
- iii) Hand launch/retrieve from lowest level (tier 1) ONLY; seek assistance if required.
- iv) Launch/retrieval from second level (tier 2) MUST be carried out using strops (or an equivalent aid).
- v) Tiers 1 and 2 are for launch/retrieval ONLY; Members MUST return to tier 3 for normal sailing and service activities, and must NOT obstruct access to Tier 1.

Push/Trip while carrying boat to/from water.

- i) Do NOT carry boat and transmitter at same time.
- ii) Ask another member for assistance/guidance.

Hit by boat leaving water.

- i) The area of water within 10m of the launch platforms is designated as a LOW SPEED area, reduce your speed accordingly.
- ii) Tiers 1 and 2 MUST be kept free apart from when launching/retrieving models.

Fingers caught in propellers.

- i) Motors MUST be switched off/disconnected when ashore.
- ii) CLEAR ALL others away from prop area when switching on.
- iii) Carry model with fingers well away from prop area, the use of strops is RECOMMENDED.
- iv) Placing model in a box while ashore is also RECOMMENDED.

Poked in eye by transmitter aerial (27 and 40 MHz sets).

- i) The tip of the aerial MUST be covered by a soft and/or rounded shield, typically about 30mm (or more) in diameter.
- ii) Transmitters MUST be carried separately from model to/from water.
- iii) It is RECOMMENDED that aerials should be kept retracted when transmitter is not in use.

SAFE SAILING MANUAL (2009).

Poked in eye by yacht masts.

- i) Although the presence of sails makes the mast generally visible, it is **RECOMMENDED** that mast top pennants should also be carried.
- ii) Yacht skippers should keep the mast vertical while carrying the model to or from the water. This is particularly difficult with larger yachts on windy days and in this case assistance should be obtained and as far as is practicable the boat should be held “bow into wind”.
- iii) Yacht skippers should notify those nearby of their intention to launch or retrieve, so they can move to provide a clear space.

Damage to boats ashore.

- i) All members are **REMINDED** that they have a duty of care towards other members’ safety and property.

Radio Interference/Loss of control.

- i) Members **MUST** operate on their **ONE** allocated frequency **ONLY**.
- ii) Members sharing a frequency **MUST** check before switching on their transmitter that their frequency partner is not already sailing.
- iii) **ONLY** Club-issued 27 MHz frequency pennants are to be used.
- iv) All Members will be provided with a **FULL** list of Members/Frequencies allocated.
- v) All members **MUST** ensure that their models are functioning correctly **BEFORE** placing them in the water.
- vi) In the event of loss of control while sailing the member involved **MUST** inform others also sailing, and they in turn **MUST** sail away leaving the member involved space in which to recover control.

Operator Competence.

- i) All new/novice members are **REQUIRED** to demonstrate basic boat control skills (Launch, sail out, steer right and left around buoys, sail back, retrieve) **BEFORE** being allowed to sail unsupervised.

Sailing alone

- i) Members are **STRONGLY RECOMMENDED** never to sail alone, the person accompanying need not however be a Club member.

Sailing of yachts

- i) Skippers should sail beyond the 10-15m low speed zone except for launching and retrieval so as to minimise collisions
- ii) In mixed sailing, ie power boats and yachts afloat at the same time, then those present on the day may agree on separate sailing areas or times. Apart from loss of control of a boat, rule vi), these agreements apply to all present.
General rules of the sea apply in that “power gives way to sail” and that yachts on a starboard tack have priority over yachts on a port tack. A

SAFE SAILING MANUAL (2009).

- iii) shout of “starboard” is considered sufficient warning for the yacht on port tack to take evasive action!

Use of dinghy and punt

- i) Except in absolute emergency, ALL those wishing to use these boats should first pass a test of competence with Instructors authorised by the club.
- ii) Members MUST ALWAYS wear a buoyancy aid when using these.
- iii) Members MUST NEVER go afloat solo.
- iv) A standard crew is TWO adults, no juniors are allowed aboard.
- v) Boarding should always be via the stern. Likewise handling of buoys or models in the water should be over the stern or bow.
- vi) Whilst afloat sudden movements of either crewmember should be avoided and a warning given of any intention to shift one’s weight to port or starboard.
- vii) Oars should ALWAYS be carried and safely shipped when not in use.
- viii) In the event of one crewmember falling overboard the other should attempt a recovery over the stern
- ix) In the event of a capsize both crew should stay with the boat and attempt to right the vessel and re-board over the stern. If this is not possible they should remain with boat and hail the shore for assistance.
- x) Always sail well away from overhanging branches and away from wildlife.
- xi) In the event of “attack” from the shore, sail out of range and ask colleagues ashore to notify the rangers/police.

Use of Club Waders

- i) These may ONLY be used by Authorised members.
- ii) Check for cuts or tears before use; if in doubt do NOT use.
- iii) ALWAYS wear a buoyancy aid.
- iv) Do NOT proceed further from the bank than a depth reaching waist height.
- v) It is recommended that a floating line be tied around the waist, the other end being held by a colleague ashore.

Involvement of/with General Public.

- ii) The PREFERRED option, especially during Sunday morning sailing, is to SEPARATE Members from the General Public, typically by having a defined area for Members Only. This option has approval from the City Council, and can be implemented using a rope or tape as per the attached sketch A.
- iii) Nevertheless the above Practices MUST also be applied equally to interactions with the General Public, wherever they are appropriate.
- iv) Further, if the presence of the public, whether by numbers, disposition or attitude, is such that these Rules cannot be applied, then all sailing MUST be brought to a temporary HALT while attempts are made to resolve the situation.

SAFE SAILING MANUAL (2009).

AND IF THE WORST HAPPENS?

IN AN EMERGENCY, DIAL 999 and CALL AN AMBULANCE!

- i) Serious injuries and ALL injuries involving the General Public: Contact Park Rangers' office immediately.
- ii) In all cases write down a description of the events leading up to the accident or incident, the names and addresses of those involved, and the names and addresses of witnesses. Draw a sketch of the area/ sequence of events. A form for this is included in each Member's Handbook, and all Committee Members carry spare forms and writing materials for this purpose.
- iii) This last requirement also applies in the event of damage to property.
- iv) Inform the Club Secretary and the Insurers at the earliest opportunity.

SAFE SAILING MANUAL (2009).

DESIGNATED SAILING AREAS.

1 Low Speed Sailing Area.

The rectangular area of water adjacent to the launch area, which is designated as the low speed zone, may have the outer limits marked by two (or more) buoys 10m to 15m out from the wooden boarding.

2 High Speed Circuit. (during general free sailing)

Two further buoys may be placed near the centre of the lake to form the basis of a circuit for high speed racing, which will operate in a clockwise direction.

3 Club Fast Electric Circuit.

A 6-Buoy array may occasionally be laid for racing the Clubs FE models. When in use for racing (short periods only), all other models are required to allow them free water.

4 Club Yacht Circuit.

A number of buoys may, from time to time, be laid to provide a temporary course for yachts. This is to be by agreement of those present at the time. However, on Saturdays, formal yacht Regattas take place and a competition course is laid. These have the same priority as power model competitions.

5 Sunday Fun days

A number of buoys may, from time to time, be laid to provide a temporary course. This is to be by agreement of those present at the time.

6 Power model Competitions.

On days when formal Competitions have been scheduled, these have priority over all other sailing.

Specific arrays of buoys will be laid and the layout of these together with the course(s) to be taken through them, are the responsibility of the Competition Secretary. Full details will be made available to those participating on the day. All others wishing to free-sail on that day MUST avoid interfering with both the buoys and the Competition by sailing well away from the course.

NB. ALL Buoys must be removed from the water once sailing is finished!

SAILING, COMPETING AND EXHIBITING AWAY FROM HARTSHOLME.

A valid Copy of our Club Insurance Certificate will almost certainly need to be produced to the Organiser. Without this we may be asked to leave or may not be allowed to sail. Please contact the Secretary, well in advance, to avoid embarrassment and wasted journeys.