

Skippers must be fully paid up club members and approved by committee after demonstrating knowledge and skills based on these agreed procedures and working knowledge of collision regs, buoyage and safety procedures.

### **Forecast**

An up to date marine weather forecast relevant to operating area of planned trip, to be obtained before confirming departure. Cancellation if forecast or actual wind is force 7 or above at time of departure or force 6 or above for vessels of 18ft or under.

### **Boarding**

Skipper or delegated person to ensure all persons taken aboard have signed membership form and wear lifejacket before leaving shore or pier. Boarding to be from pontoon, harbour steps, shore or dinghy.

### **Communications**

Contact ashore eg with Coastguard or harbour authority, to be established, passing no of persons aboard. By VHF Radio or, (if poor reception), by mobile phone. Notification of safe return. A record of the trip and numbers carried to be logged.

### **Equipment checks**

Skipper's responsibility to check safety equipment carried, (eg oars, anchor tackle, flares, VHF, compass and local chart). Check vessel seaworthy and sufficient fuel for planned use, when motor is installed.

### **Leaving berth/mooring and returning**

Can be by sail, motor or oars as judged safe by skipper in conditions.

### **Hoisting sail**

Crew to be briefed on safe hoisting and lowering of sail and safe belaying of halyard and sheet (no locking hitches to be used). Method of reefing sail shown. Tack and gybe manoeuvres

Crews to be advised or reminded of safe procedures for dipping lugsail

### **Returning**

Crew to be advised of planned approach to safe berthing. Lifejackets to be worn till ashore. Vessel to be secured and equipment accounted for and left in places as agreed.

### **Defects**

Any defective equipment or defects to vessel to be notified to committee, on return.

### **Accidents**

Any accidents must be reported to office-bearers or committee members as soon as possible.