

Prospective skippers must be fully paid up club members
 Successful demonstration of all skills must be signed off by 2 approved skippers

Name of Candidate	Date of Completion

1 General skills (may be demonstrated ashore)

- Awareness sources of weather information
- Obtaining forecasts relevant to planned route
- Communications
- Use of VHF radio and awareness of safety procedure in passing details and no of crew to shore party.
- Coastal navigation
- Practical knowledge of important principles – compass and variation
- Finding and charting a position, by compass bearings, transits and GPS
- Demonstrate awareness of finding times of HW and LW and heights for day
- Demonstrate use of tidal atlas
- Buoyage
- Awareness of IALA buoyage system. Demonstrate recognition
- Collision avoidance – demonstrate working knowledge main rules of the road (daylight hours)
- Knots etc.
- Demonstrate round turn and two half hitches, bowline, clove-hitch, mousing shackles

Signature 1	Signature 2

2 Boat specific skills to be demonstrated afloat

- Boarding (welcome, ensuring all have lifejackets properly worn, on pier before embarking)
- Membership forms to be completed and simple written log of trip started and maintained (these tasks of course can be delegated to experienced crew)

Signature 1	Signature 2

Leaving berth:

- Under power or oars (communication of plan to crew – delegation of tasks, anticipation of possible risks eg wind catching bow and mast)
- Under sail, if conditions permit
- Delegation of tasks - wind awareness, controlled speed

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Hoisting sail:

- Communication of roles to crew - pointing out risks - eg from spar swinging down, fingers/hands caught in rope or traveller or block swinging across
- Ensure safe belaying halyard and sheet (no locking turns)
- Pointing out sheeting and belaying positions - warning of risks to hands
- Checks to ensure no person between sheet and gunnel of boat when hoisting sail

Signature 1	Signature 2

Tack:

- Clear division of roles - positive but safe
- Co-ordination between tack ,halyard and sheet positions

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Gybe:

- Demonstrating awareness of dangers of taking wind dead astern - ensuring sail nearly all down before stern goes through the wind
- Communicating instructions for securing traveller and passing yard to other side

Signature 1	Signature 2

Reefs in and out:

Briefing and carrying out of putting reef in and out – either by complete lowering of sail or, if experienced crew, by partial lowering, with tack and clew of sail controlled by running lines

Signature 1	Signature 2

Man overboard procedure:

Demonstrating good communication from bow to stern – one person pointing to object (eg fender on bucket)

Safe pick up by either motor, sail, or under oars

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Anchoring procedure:

Awareness of suitable anchorage in prevailing and forecast conditions

Demonstrating use of anchor tackle, under power or under sail, if conditions permit

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Picking up buoy:

Demonstrating safe pick-up of mooring buoy under sail and under power

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Returning to berth:

Demonstrating safe berthing under power

Clear outline of roles

Fenders and warps in place in good time

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Disembarking:

Talking through safe disembarking – e.g . warning against jumping if boat not close enough

Ensuring lifejackets on until safe ashore

Leaving boat secure

Delegating tasks - sail cover, tiller under cover, coiling warps, outboard secured with fuel line disconnected and breather on fuel can closed

Removing belongings and objects so boat left as found

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Mooring of vessel

Alongside or on swinging mooring, ensure strong points on vessel used

Secure knots or bends and awareness of breast ropes and springs

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Dinghy:

demonstrate safe procedures in dinghy/tender- handling -

(special care in boarding and disembarking with lifejackets left on till ashore)

Signature 1	Signature 2