

BFSLYC Instructor's Manual



*Instructors
Manual*

*(Conventional
Land Yachts)*

B.F.S.L.Y.C.
BRITISH LANDSAILING

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British Landsailing

Instructors Manual

INSTRUCTOR'S MANUAL
NATIONAL BASIC TRAINING COURSE
PREFACE

This manual is solely for the use of BFSLYC qualified instructors

The manual lays down a method and programme for training beginners up to achievement certificate Level 3.

It does not set out to give information on sailing techniques etc. which are expected to come from the instructor's own personal skill and experience that he or she brings.

WHAT IS A BFSLYC INSTRUCTOR

Over many years well tried and tested methods of training and coaching pilots from level 1 to level 6 have been developed. The lynch pin of the system is the "INSTRUCTOR" whose role it is to introduce beginners to our sport and teach their skills up to and including level 3. Responsibility for safety is a major part of the instructor's role during these stages as the inexperienced pilot does not have sufficient knowledge to predict and cope with hazardous situations.

Quote: "Accidents are not the result of bad weather but of bad instructing."
"A beginner may capsize but they should never be hurt."
"Keeping control over a situation is the key to safety."

In addition to the main "Instructor" qualification the BFSLYC recognise Senior Instructors and National Instructors and the definition of each and methods of obtaining each qualification is set out in the Land Yachts Log Book. An Assistant Instructor can be anyone who has a level 3 certificate or pilot's license and who acts as a responsibly qualified instructor.

All grades of instructors must be current members of the BFSLYC.

The instructor certificate has a three year validity and is only renewed on the recommendation of the instructor's club who must verify that the instructor has been carrying out his or her role in a safe and responsible way. From time to time refresher courses may be offered and in some circumstances made mandatory.

Training at level 4 and above is the prerogative of coaches and the main difference between a coach and an instructor is that the coach does not accept responsibility for safety as the instructor. It is his charge should have the knowledge and experience to accept responsibility for their own sailing. This is one of the reasons why a coaching qualification does not need a time limit.

THE NATIONAL BASIC TRAINING COURSE

The national basic training course is designed to take people with no previous experience and take them into competent, safe sailors, who, with further general club sailing experience, should be worthy of a BSA, YC, Fibre's License.

Depending on the aptitude of the students and the weather conditions the course should require between twelve and twenty hours to complete spread over three or four sessions. The course aims to follow the logical steps laid down under the achievement levels in the "Land Sailing Log Book" and an average individual should reach level 1 in the first session, level 2 in the second and level three after a further one or two sessions. The early sections leading to level 1 are also recommended for use when holding taster sessions for the public.

Not all sessions have the aptitude to become a safe pilot and for everyone's safety the instructor must use his or her judgement as to when it is necessary to withdraw an individual from the course.

In addition to suitable yachts, in good condition and equipped with seat belts, essential equipment includes safety helmets, a whistle or horn, and a means of marking (e.g. blackboard and chalk, stick and beach, tarpan and chalk). Additional useful equipment are: waterproofer, gloves, goggles, headlamp, radio, model yacht.



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SECTION 1

INTRODUCTORY CLASSROOM TALK

Object:

This session is to generally inform students about the sport, to raise enthusiasm, to let people know what each could achieve and to encourage them to consider club membership.

Items to cover:

- Insurance and temporary membership.
- The Log book and Achievement award Certificates.
- Yacht classes.
- History.
- Racing.
- The wind:
 - Direction.
 - Strength.
 - Wind and yacht speed.
 - Awareness of limitations of legness in strong or light winds.
- The Yacht:
 - It's parts and how they work.
 - Pre-sailing safety checks.
- The hull:
 - Shape.
 - uses of parts.
 - steering and controls.
 - Pre-sailing safety checks.
- Sailing theory:
 - Heaving.
 - reefing.
 - trimming.
 - trim and how the sail responds.

Notes:

All of the above needs to be covered at some stage in a full course. It is not always necessary to go through everything in the first session so long as the objectives are met and all safety aspects are covered.

Using a blackboard and so a model yacht can be useful. Refer the student to other reading matter, e.g. the book "Land Yachting", "Land sailor", their personal "Landsailing Log Book" or booklet "Come Landsailing".

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SECTION 2

YACHT RIGGING

Object:

To show by demonstration the rigging of a yacht explaining at every stage what is being done and why and referring to the theory covered in Section 1.

Items to cover:

- Attaching shrouts:
 - shrouts.
 - shrouts.
 - shrouts.
 - shrouts.
- Reefing:
 - Reefing.
 - Reefing.
 - Reefing.
 - Reefing.
- Steering mast:
 - steering.
 - steering.
 - steering.
 - steering.
- Masthead set:
 - attaching to mast.
 - attaching to boom.
 - steering.
 - steering.
 - steering.
- Pre-sailing safety checks.

Notes:

Emphasize upon the student the importance of always making simple pre sailing checks (i.e. wheel security, steering system security, fire and safe clearing).

Warn students that next time they will do their own rigging and if time do this now. If not time warn people not to use a yacht they have rigged without having it checked by an instructor.

Before proceeding to the first sailing session and if the wind is strong enough demonstrate how the action of the sheet rope can make a stationary yacht lurch and how by letting the sheet go it will come down.

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SECTION 3

THE FIRST SAIL (CONVENTIONAL YACHTS)

Object:

This is the student's first attempt at moving under self power. It is intended to create a feeling of safety, satisfaction and confidence in land yachting.

Items to cover:

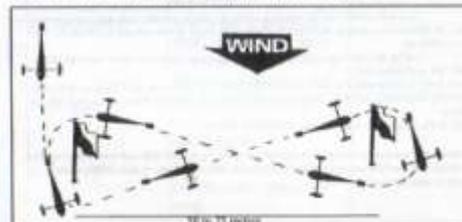
- Describe the theory: reeving, making a luff line and sheeting.
- Cover golden rules for safety:
 - 1. Don't put feet on anything else down.
 - 2. If in doubt shut out.
- Cover most basic rules of the road:
 - Head to head turn right.
 - Don't overtake on the leeward.
- Cover the safety and rules of the people and sailing:
 - Safe place to stand.
 - Keep close together and wear instructor.
 - Learn from watching and listening.
- Practical:
 - Single beam reach.
 - Turn into wind to stop.
 - Luff boom.
 - Use of sheet and steering to control yacht.

Notes:

Select a safe sailing area giving consideration to:

Wind direction - run off points - hazards and wind breaks - sailing surface.

Use out a fairly short loop reach (50 to 75 metres) with two corners as below.



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If more than one group is being trained ensure that each course is well separated.
Demonstrate what you want the trainees to do sailing outwards, taking round the far mark to leeward and tacking into wind to stop.
Recheck their wind awareness and show how the sail indicates wind direction.
Then at the trainee boat yacht and check for comfort and ability to use the controls.
Then discuss to help up and check the golden rules.
Give final repeat of what you want them to do and send them off. (It helps to have someone at the far mark to help yacht when they stop and it is often necessary to run with them.) (Radio headsets can be very helpful at this stage especially if the trainee is nervous or you suspect they have not understood your instructions and theory.)
When the trainee returns and stop discuss with them how they felt and give extra advice and send them off again. If and when you are happy they can be told not to stop but to continue around the course in a figure of eight.
It helps to have a reliable or boat to attract attention.
It helps to lay down simple hand signals to indicate steering in or bring out etc.
It is important to control the rest of the group so that they are not in danger and they can learn by watching and hearing you explain what the sailing trainee is doing.
Be calm plus for the watchman is just inside the nearest leeward mark so that the sailor knows the group before making their turn and so that the group is where the instructor needs to be.
This section is not complete until every trainee shows that he or she is in control and is getting a feel for the wind and sheet control to leeward automatically.
As the group progresses the marks can be moved further apart, or an extra mark placed up to 200 metres away, to give more opportunity to experiment with their control and speed.

THE FIRST SAIL (DRAGONFLY TYPE YACHTS)

The above method of teaching can be applied to Dragonfly type yachts. However, Dragonfly yachts have the disadvantage of being harder to tack (they tend to stop more as the trainee turns into wind) but on the other hand they have the advantages of being able to start down wind, of being very easy to gybe and being able to stop if the sheet is released even on a broad reach. They are also safe for beginners in lighter wind strengths than conventional yachts especially if on sand or grass.

Selecting a safe sailing site is therefore even more important but if this can be achieved especially if on grass or sand you may:

Once each trainee has shown their ability to sail on a beam reach and have into wind to stop, go straight on to tacking on a slight course with a tack at one end and a gybe at the other (See section 4)

Tacking on a slight course allows more than one yacht to be controlled but rules of the road are most important.
If you have access to both conventional and Dragonfly type yachts the ideal training method is to start with Dragonflies and then transfer to conventional yachts as the trainee gains skill and confidence.

Refer to the Dragonfly events manual for specific details.

At this point most people should be capable of showing all the skill and knowledge needed for the Level 1 Achievement Certificate. (For the extent from the "Landsailing Log book" up point to your check list.)

Level 1 Certificate

SECTION A:

THEORY

		Instructor Signature
1. Golden Rules	Four rules for personal protection: Helmet, Seat belt, Keep feet up, "If in doubt sheet out"	
2. Rules of the road	Give way to the right, Do not overtake on the inside, When approaching head to head both turn right.	
3. Wind awareness	Direction, strength,	
4. Yacht controls	Understand the mechanism and use of steering, & sheet to accelerate, slow down, stop & tack.	

SECTION B:

PRACTICAL

1. Steering control	Basic skills to control yacht on a reach, luffing, bearing off, tacking.	
2. Sheet control	Basic ability to control sail, sheet in to speed up, out to slow down or prevent hiking. Sheet out to correct stall.	
3. Stopping	Bring yacht to a stop by turning into wind and releasing sail.	
4. Tack turns	Basic use of sheet and steering to turn through the wind.	

SECTION 4

INTRODUCTION TO GYBING

Object:

Introduce tacking through a gybe in such a way that the trainee is neither frightened off or becomes overconfident. This section can sometimes be introduced at the end of the first sailing session if time and conditions allow.

Items to cover:

To recap on lessons learnt so far:

The theory of, risks and how to cope with the stages of a gybe:

- bearing off (risk of spin) (turn in gently),
- running straight down wind (risk of being carried away from clew),
- turning on to opposite tack (risk of capsize) (sheet out).

Everything different to tacking:

- time with out rign,
- accelerating through turn,
- attention to sheet control (sheet in at wind point, out as power comes out),
- ability to stop out by running down wind (sheeted in to slow down).

Sailing the same course as others:

- Anticipating what other yachts will do,
- Using rules of the road.

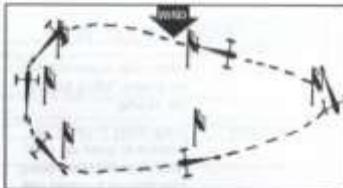
Notes:

It is important to set out a course that involves the gybe turn and requires the outward and return marks as shown. Use an anti-clockwise course and explain why. Avoid interlocking courses with the hazards but ensure that they are aware that gybing is not an easy manoeuvre, that one session is not enough to become proficient and that in stronger wind gybing becomes increasingly difficult.

Demonstrate how the wind acts on the sail through a gybe by lifting the front wheel of a motor yacht and walking round to starboard yacht. Show the sheeting in to pull sail through wind. This section is best covered in light or moderate wind.

As the trainees become more proficient it is now possible (conditions permitting) to have more than one yacht on the course. (Remember to emphasize the rules of the road and start to introduce "priority from the right".)

Radio headsets can be very useful as can an assistant on the gybe mark to check instructions.



SECTION 5

WIND DIRECTION AND SAILING THEORY

Object:

To relate the practical sailing to the underlying theory. To recap on past work and allow questions and discussion. To look forward to the theory needed to progress into more advanced topics.

Items to cover:

Recap on all previous work.

Introduce more rules (as detailed in level 2).

Real and apparent wind - direction and strength.

How the sail is working:

- chord,
- cabin,
- stall,
- sheeting,
- sheet head, etc.

Angle of attack and how it varies in the various conditions.

More stopping theory:

- advanced stop,
- emergency stop.

Making headway:

- into wind,
- off the wind.

Coping with emergency:

- sheet lifting,
- spin,
- stalling.

More gybing theory.

Notes:

Use a classroom and blackboard, overhead and other aids.

This is a chance to go over what has been happening and allow people to talk about their experiences and relate these to the theory.

Also your talk at the group hearing is noted for your own knowledge, etc.

Emphasize their involvement and warn them not to rush forward at this stage. "The junior sailors are those who talk more or learn slowly."

SECTION 6

PRACTICAL SAILING SESSION 3

Object:

This session aims at building on the trainees basic yacht control skills to extend their sailing skills to include more advanced stopping and making headway into wind and downwind. At this stage trainees are able to gain a lot of enjoyment from their sailing and the idea of competition can clearly be introduced.

Items to cover:

- Repeat earlier exercises to build up trainees confidence and extend their skill.
- Conservation of momentum and air speed over the sail.
- Tacking to make headway into wind (see methods below).
- Progressing downwind with a series of gybe turns (again see below).
- Advanced stopping.
- Emergency stop.

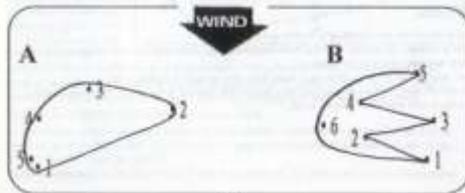
Notes:

During this session there should be a slight shift from total instructor control to the trainee having to make more decisions to maintain speed and make headway. From this stage onwards the instructor applies a lighter hand and the trainees spend more time sailing.

Techniques of all or any of which can be used to enable trainees to learn the skills of making headway into and down wind using the basic skills of yacht control and tacking they already possess.

1. **Wagon Train:** an instructor leads off a make of yacht sailing a course that can be safely followed. This way people are introduced to sailing new courses with most of the pitfalls removed. It helps to have another instructor to bring up the tail and help people who fall back, some hand signals should be agreed before the start.

2. **Case to case Course:** set out courses such as A, or B, below and test it to make sure it is feasible before sending anyone around. These courses demand increasing skill control from the trainees but they make no course decisions of their own.



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At this point most people should be capable of showing all the skill and knowledge needed for the Level 2 achievement Certificate. (Level 1 has much of what has already been covered included within it but we shall expect increasing levels of skill, confidence and style.) (Use the notes from the Landowner Log Book below as a check up sheet.)

Level 2 Certificate

SECTION A: THEORY		Instructor's Signature
1. All of Level 1 theory	1. The Golden Rules. 2. Priority rules of the road. 3. The effects of sheet & steering.	
2. More detailed rules of the road	Overtaking rules, rules approaching and leaving turning marks. Awareness of priority changes when tacking.	
3. Wind awareness	Understand wind direction on a reach, beating, broad reaching.	
4. Yacht controls	Understand the difference when making headway towards or down wind. Sheet & steering to maintain momentum. Understand what happens through a gybe.	

SECTION B: PRACTICAL		Instructor's Signature
1. Controlled steering & sheet control	Improving skills to control yacht on a reach, sailing close to the wind, and on a broad reach.	
2. Tacking	Improving tack turns to maintain speed.	
3. Gybe Turns	Basic ability to execute gybe turns. Awareness of need for wide turn and sheet out on exit.	
4. Sailing a course (Usually defined by set marks)	Be able to sail a course making headway into wind by tacking and down wind by gybing.	

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SECTION 7
SAILING RULES

Object:

To familiarise and correct the basic rules of the road as used before and cover the official rules about as related to racing conditions.

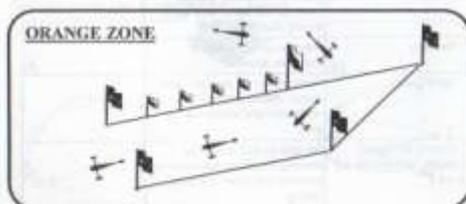
Items to cover:

- Major flag
- Change over and rights of way at marks.
- The starboard (red flag) rule and how it is used normally in racing.
- Race starts
- Marked grid.
- Pushing off (rules and theory of pushing up to speed).
- Priorities.
- Tactics.
- Overtaking rules.
- Choosing yachts.
- Sailing with other classes of yacht.

Notes:

The official rules sheet should be handed out and referred to. Discuss people's experience of the rules and talk about where rules have been infringed. Stress safety as the main reason for the rules. If sailing conditions are good this session can be quickly introduced and then deferred to the end of the day or when the wind is light.

From this point on the average trainee should have sufficient skill and knowledge to start, joining in with unsupervised leisure and pleasure sailing. They must be made fully aware of their limitations and warned not to sail in other than moderate conditions. They should also be warned not to become too disheartened if they have trouble keeping going as this is to be covered in the next formal training session.



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SECTION 8
PRACTICAL SAILING SESSION 4

Object:

This session aims to take the previous sessions one step further and, without getting too serious, introduce realistic racing rules and setting courses that demand thinking on the part of the trainees. Trainees should also learn to be aware of other yachts and use the priority rules to safety.

Items to cover:

Introduction to the basics of:

Puck starts.

Sailing to windward

- keeping up momentum
- short tights
- use of telltale
- bear off to pick up speed
- when to tack and use boat momentum.

Sailing downwind

- getting up to speed
- short tights
- use of telltale
- tall up to acceleration
- when to gybe and when to gybe.

Taking turning marks.

Overtaking.

Notes:

Depending on conditions, completing this section could take several sailing sessions. From now on you may not be close to having all the time so they must learn to push themselves up to sailing speed and get in. If conditions are safe you may decide to trim the next bulk requirement.

Having courses: Tell the trainees to sail a course similar to B, in section 6 above but only get one mark 1, 2 and 6. Then they must now make most of the decisions. Emphasise that only values involved in the racing course sail in the sea.

Experiment with other racing courses that suit the local conditions.

There is a risk of trainees feeling that with less defined routes to sail they have difficulty keeping going. Watch out for this and adjust your instruction to take account.

From now on you need to use formal instructions and allow trainees to develop skills through practice. Call individuals in so you see points that need talking about and set targets for them to reach.

Experiment with one session races between people of similar standard but progress upon them that there are for the only real safety and avoiding collisions is of paramount importance. Novelty team races or relay races can add interest at this stage.

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SECTION 9 THE FINAL SECTION

Object:

To bring the trainee up to a standard where they can achieve a Level 3 Certificate. This section aims to cover anything missed out previously and take trainee on to more serious racing in a wide range of wind conditions.

Items to cover:

Theory

Review of all previous theory and test. Racing rules as applied to various competitors.

•The start

•visual grid system
•signals
•marks

•Overtaking

•responsibilities
•gaining advantage
•wind shadow

•Starboard (red flag) rule

•what does "give way" mean!
•right-of-way rule
•looking to get priority

•The finishing line

•Fencing Marks

•Orange zone
•signals
•racing lines

Practical

•Racing starts from grid.
•Sailing between markers of starboard standard.
•Shifting longer and trickier courses.
•Experience application of the rules.

Notes:

This section should end with the necessary testing to award level three certificates. Try setting up situations where trainees are forced to use skills in action possibly by getting an experienced sailor to sail in the group and set up challenging then talk about their experience with the group. Use lots of short runs to give practice of starting and finishing. At the finish of this course most people should now be up to the required standard to gain a Level 3 Certificate. (Use the extract from the Landsailing Log book opposite as a check up sheet and perhaps recover any areas that need improving.) Finish up with a talk about what happens next and how trainees can look forward to advanced help or coaching, Fed. courses, one design racing, buying or building yachts, British championship racing, becoming World Champions, etc.

Level 3 Certificate

SECTION A:

THEORY

		Instructor Signature
1. All of Level 1 & 2 Theory	1. Golden Rules. 2. Safe sailing practices.	
2. BFLSYC racing rules	Extend the simplified rules of the road to fully understand the racing rules.	
3. Wind awareness	Be able to describe the effect of wind shifts and gusts. Recognise wind strength.	
4. Yacht controls	Be able to describe all the normal controls and how they are used in different conditions to sail safely.	

SECTION B:

PRACTICAL

1. Combined steering & sheet control	Show good control of steering and sheet to sail on a course not pre defined and show a safe response to hiking or wind shifts.	
2. Turns	Demonstrate good tack and gibe turns following safe practices to avoid undue skidding, spinning & capsizing.	
3. Stopping	Demonstrate emergency stop and controlled stop at pre defined spot.	
4. Rigging and maintenance	Correctly rig and de-rig yacht. Carry out pre-sailing safety checks and basic maintenance for safety.	



Racing Rules

Section 5. - Sailing rules:

No practicing - Hoisted red flag
Pilot at briefing - Green flag with Yellow diagonal
If minutes at start of race - White or white with blue square
Race starting flag - Red flag (hoist held)
Race Cancelled - Yellow flag
Race finished flag - White and black check flag
Stop signal to one yacht only - black flag - hand held
Obstacles on the course - Red or orange flags or markers
Turning mark - Red and White flag
Change zone boundaries - Orange flags
Change line, intermediate markers - Red and blue flags (or plastic tape)
Class 2 (with other signal) - Int. No Code
Triangular blue with white disc
Class 3 (with other signal) - Int. No Code
Triangular red, white, blue vertical stripes
Class 2 (with other signal) Int.No Code
Triangular yellow and blue.

S2. Briefing

All competitors must attend the last briefing before their race. No pilot may race without being at the briefing or individually briefed by the DOP.

S 3. Yacht Parking

Yachts must be safely parked into wind (upwind) or with sail removed when not under a pilot's control.

S4. The Start

(a) Yachts must start from their allocated position.
(b) The front wheel of the yacht must be

within 500 cm of the grid mark.
(c) The start is signalled by the dropping of a red band flag in front of the grid usually supplemented by a sound signal.
(d) The D.O.P. may specify the tack on which all yachts must leave the grid.
(e) Each pilot must regard the yacht on his or her left as an "overtaking" yacht until his yacht clears the front line of the grid or an extension thereof. i.e. no yacht has right to obstruct another on the grid.
(f) A false start will be signalled by waving the red flag or raising a Yellow flag. All yachts must then return to their start positions.
(g) Only those yachts on the grid at the first start may start after a recall.

(h) Start positions will normally be in accordance with the Moral grid system, but other systems may have to be used on artificial and narrow beaches.
(i) The next grid number will apply after a completed race - i.e. No change in grid numbers for a start following a cancelled race.

S5. General Priority Rules.

(a) Two yachts approaching each other must veer to their right to avoid a collision.
(b) In general the yacht in the right has priority - i.e. a pilot must give way to another yacht if he is looking at its port (left) side or, an overtakee driving rules, "give way to the right".
(c) Priority must not be exercised if another yacht would be forced toward an obstacle or other yachts or so as to cause danger.
(d) In special cases the D.O.P. may recommend a sailing direction. This gives priority over yachts not taking this route. If the DOP makes a particular note mandatory, pilots will be liable to severe penalty points or disqualification if they disobey.

(e) Yachts being pushed must give way to yachts under sail power. Pilot pushing yachts must ensure that they are aware of all yachts in the vicinity.
S 6. Overtaking (touching orange zone

within 500 cm of the grid mark.
(c) The start is signalled by the dropping of a red band flag in front of the grid usually supplemented by a sound signal.
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rule).
(a) The overtaking situation applies as soon as there are 2 metres or less space between two yachts.

(b) Overtaking ends when the passing yacht is more than 2 metres clear of the other yacht.
(c) Overtaking can be on either side.
(d) The overtaking yacht must keep clear of the other yacht.
(e) The overtaken yacht must not suddenly alter course.

S 7. Course turns of less than 90 degrees.

(a) The red and white turning mark is preceded by an "orange line" pointing back toward the previous turning mark. This line should be a minimum of 20 metres long, marked by an orange flag at the end with red and blue flags at intervals or continuous plastic tape along it. A white arrow on a blue background is recommended to show on which side of the line the yachts must go.
(b) Yachts must not cross the orange line. This must be regarded as an obstacle in the priority rule.

S 8. Course turns over 90 degrees.

(The Orange Zone).

(a) The turning mark (red & white flag) is preceded by an "orange line" 20 metres (min.) long pointing back towards the previous mark. An orange flag is hoisted 30 metres beyond the turning mark to line with the orange line. Two more orange flags 20 metres apart are placed to form a "corridor" 20 metres wide alongside the orange line. The area, in the shape of a trapezium, enclosed by these flags is the "orange zone". A white arrow on a blue background is recommended at the start of the orange line to show on which side of the line yachts must sail.
(b) Yachts in the zone must not be overtaken on the orange line side unless they are stopped or being pushed, in which case

they are treated as an obstacle.

(c) The first yacht to enter the zone is considered to have priority.

S 9. Pushing

(a) Yachts may only be pushed in a possible sailing direction.
(b) Pushing shall not be continuous or repetitive.
(c) Pilot pushing yachts shall keep clear of yachts under sail power.
(d) Pilots must not be helped with pushing except to get back on the course after making repairs, in which case help must stop in less than 10 metres.

S 10. Race Completion

(a) The finishing line will be between two marker flags, as described at the briefing. Often one end of the finishing line will be a turning mark but it may be a completely straight line.
(b) The leading yacht will be signalled to finish by a diagonal flag. All yachts crossing the line after the winning yacht must then finish.
(c) Yachts must sail in the direction specified at the briefing after crossing the line.
(d) A yacht finishes when the base of the mast crosses the line.
(e) Pilots must be in their yachts in a sailing position at the line to be counted as finished.
(f) No yacht shall cross the finish line in the wrong direction whilst any yachts are still racing. Severe penalty points or disqualification from the race, depending on the circumstances and warnings at the briefing, will be the result of breaking this rule.
(g) Yachts must not be stopped near the finish line because they may be in the way of the starters and also increase the risk of accidents.
General Provisions - Pilot Training Programme and Federation Public Liability Insurance.

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General Provisions - Pilot Training Programme and Federation Public Liability Insurance.

A. The present policy for licensing pilots is as follows:

1. The register of all licensed pilots is held by the Director of Practice. Applications must be made to him by the Club Officer responsible for testing new pilots.
2. There are three classes of license: Club, National and International.
3. Club Licenses are valid on the day of issue and therefore holders may take part in non-Championship Regattas from that day.
4. All pilots must serve a minimum period of 2 months from date of issue of Club License this date being the previous Tuesday to the date of the postmark of the letter covering the application, before qualifying for the National License which will allow them to compete in Federation Regattas. During this period they must sail regularly in club races on 50% of the Club sailing days in the year.

B. The following is the present Pilot Training Programme in force:

1. Each Club should appoint a Training Officer, who should wherever possible be a qualified instructor, whose duties are to Train and Test new members and to help them become efficient and safe pilots. His tasks:
 - i) Instruct novices in the recognized procedure for dealing with emergencies (i.e. releasing sheet rope and jiffing up.)
 - ii) Test novices on area for release to sea to gain experience. This area to be placed 'out of bounds' to other pilots.
 - iii) When sufficient experience has been gained, the novice pilot should be allowed to take part in Club racing, after the Training Officer is satisfied that the novice is well acquainted with the general sailing rules. It must be remembered that the official in charge of Club racing has the right to exclude anyone from any club race if conditions are not suitable or if the race is of more importance to the other pilots.
 - iv) When the Training Officer is sure that the

novice is ready, he will invite him/her to take the B.F.S.L. Y.C. test. He will also ask a minimum of three questions on possible incidents which could occur whilst racing. A pilot license may then be applied for on a satisfactory result of the test.

v) The method of granting licenses is based on the ability of the Training Officer to assess correctly the progress of the trainee and the decision is his alone. He will have to weigh the safety aspect and good sense of the sport.

C. The Sailing Test is made up of:-

1. Sailing Test Part I (Written). Specimens copy attached.
2. Sailing test part II (Practical) taken when the Part I Written Test is passed.
 - i) Take yacht out and rig.
 - ii) Proceed to sail Yacht (Up wind, down wind and on a broad reach.
 - iii) Do a gybe turn and half turn properly round a marker at a reasonable speed, not just moving from a broad reach (Sail yacht into a triangle, stopping the yacht in the triangle.
 - iv) Tack a yacht approaching, whilst both on a broad reach.
 - a) Pass a yacht correctly whilst tacking upwind.
 - b) Whilst sailing at a reasonable speed do an emergency stop.
 - c) Sail yacht back and park correctly, luffing up into wind and braked and if to be left unattended turned on sideline with sail lowered.
3. Sailing Test Part II (Practical). Taken after passing Part I.
 - i) Rig yacht correctly onshore.
 - ii) Sail yacht round four flagpoles set in a diamond configuration, clockwise and anti-clockwise.
 - iii) Sail yacht along a straight line of flagpoles jiffing from on alternate sides and returning to starting point without releasing out any flagpoles. Flagpoles eight paces apart in light wind, nine or ten in moderate and eleven or twelve in stronger winds. Successfully completing both tests will qualify pilots for a Pilot's License.

D. Federation Public Liability Insurance.

1. The Federation Insurance covers landsailing at any recognized venue in the UK and in Europe. It is effective only when negligence against the member is proved and includes members to member claims. It is in force for every fully paid up member of Federation Clubs. In British pilot sailing in Europe need to take a current membership Certificate and of course apply for the International License (B.1. above).
2. Temporary membership insurance does NOT cover National or International competition only FULL members are covered.

E. Summary

1. The first application of the procedure for testing and licensing pilots should maintain the good record of safety which the Federation has enjoyed.
2. Suitable care to prevent accidents to spectators and passers by, including wearing neon clearly and prominently displayed without using 'DANGER' in the wording, is essential to keep the sport in good looks.
3. From the various details above it follows that:
 - i) No unlicensed pilot may participate in Federation Regattas.
 - ii) New pilots, before being approved by the Club Training Officer, cannot take part in Club racing, especially when an open meeting brings visiting pilots, in that case a full license is required.
 - iii) If these rules are not followed the Federation Insurance may be invalidated.

5. Class V pilots need a Class III license if they wish to sail Class II etc.
6. To ensure the Federation's good name abroad and to comply with our rules an International License must be applied for and the FULL current B.F.S.L.C. Membership Certificate taken to prove insurance cover.
7. The Federation Insurance is the absolute minimum cover, requiring as it does a degree of negligence to be proved against the pilot/club. Personal insurance cover for accidents is expensive and the responsibility of individuals.
8. Pilots should be aware that a pre-sailing check of yachts in their legal responsibility even at a Regatta, where yachts are controlled by the Federation.
9. If a pilot's own responsibility is deciding to start in a race, even though the D.O.P. may drop the flag to start, if conditions are too severe for his or her abilities.
10. Pilots should remember to have a whistle or other audible warning aid to make their presence known.
11. In case of a capsize or other incident causing an unexpected stop, pilots should be well aware that immediate recovery action is essential and to set necessary.

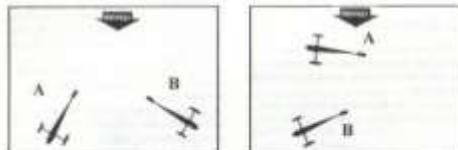


PILOT'S TEST SUGGESTED QUESTIONS

1. What are the functions of the flags listed below?

1. White	2. Blue
3. Green with yellow diagonal	4. Red (hand held)
5. Red (hoisted)	6. Black
7. Yellow	8. Green

2. Which of the yachts A or B has priority in the examples below?



3. When two yachts are approaching each other head on, what is the correct avoiding action?
4. What is the minimum distance allowed between two yachts passing each other in opposite directions?
5. Overtaking begins and ends when a certain separation exists between the two yachts involved. What is the separation?
6. What is the responsibility of the overtaking yacht?
7. What is the responsibility of the yacht being overtaken?
8. Is overtaking permitted on either side?
9. When executing a gybe in a strong wind should the sail be tight or loose?
10. Explain how to park a yacht safely?
11. What is the correct way of stopping?
12. Sketch and describe the orange zone. What must you not do after entering the orange zone?
13. If you encounter pedestrians or animals on the beach what should you do?

