

## **BRITISH FEDERATION OF SAND AND LAND YACHT CLUBS**

### **THE ORGANISATION OF REGATTAS AND NOTES FOR SAILING MASTERS AND LAP SCORERS**

1. The BFSLYC has accepted the Rules of FISLY as governing Sand and Land Yacht racing in Great Britain.
2. Any adopted change in FISLY Rules should be incorporated into these notes and an up-to-date copy of FISLY Rules should be on hand when sailing takes place in the United Kingdom.
3. The purpose of this document is to offer guidance to anyone responsible for organising Regattas. There may seem to be a great amount of detail and it may seem to be very demanding of Club Officials volunteering to undertake the job; however the Federation can provide people who are willing to help if asked, and most of the information included is a result of many people's experience and should be useful so that important details of preparation are not missed out.
4. It is important to remember that any event organised by Clubs on behalf of the Federation can be seen to have been reasonably prepared with due regard to safety so that in the unfortunate situation of a claim for negligence against the organisers these notes can be seen as an insurance in themselves.
5. The items in this booklet have been gathered together over the years from many sources and from the experience of many people. As far as can be seen they do not go against any existing FISLY Rules.
6. Constructive comments will be welcomed.

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DOP, BFSLYC

(Revised March 1990)  
(Revised March 2005)

## **INTRODUCTION**

The Director of Practice (DOP) appointed by the Federation has overall responsibility for seeing that Clubs which stand as the representatives of Sand/Land Yachting throughout the country act always in such a way as not to bring the sport into disrepute by omissions in training, safety of pilots and public, condition of yachts and compliance with Federation Rules.

The Federation requires each Club to have officers for two jobs, which can be combined, to some extent. These are Sailing Master and Training Officer. . It may be appropriate to also have a "Sailing Committee", a "Training Committee" and a "Safety Committee" to spread the load in carrying out the responsibilities. Training Officer duties are given in the INSTRUCTOR MANUAL.

### **The Duties of Federation DOP and/or Club Sailing Master**

With his team he is responsible for safety first and foremost, and he must not allow any circumstance to override this. No racing must start until he is satisfied that the course is properly laid out, warning notices in sufficient quantity are displayed and the course properly marshalled, that medical and rescue cover is ready and that the Lap Scoring team is in place and properly briefed.

He is the arbiter assisted by the jury of the Rules and will award penalty points according to Federation Rules. Although the Scorers are responsible for the RACE RESULT he should be stationed at the FINISH to assist the Scorers. (Base of mast is location point in deciding position).

. He must work at a speed, which the Scorers can cope with and be on hand near them for decisions. He advises them of the duration of each race. The Scoring Team is best with three people suitably relieved, as it is a tiring and difficult job, which he should see, is not interrupted by countless enquiries by competing pilots

Do not start a race until all pilots in the previous one is cleared from the course.

In organising a weekend regatta consider the following:

- \* **Do** check the tide times.
- \* **Don't** start on a Saturday before 1030, to allow Saturday travel.
- \* **Complete** racing by 1500 on Sunday, to get people home at a reasonable time.
- \* **Allow time** for protests by posting the Final Result 20 minutes before arrival of the visiting prize-giver, especially if a "dignitary."
- \* **Don't stop** too early on the Saturday if wind is good, but don't go on too long. Keep some racing for Sunday by this means and also avoid TIRING the pilots too much and so introducing risk,
- \* **Respect** the "inner man." Arrange the racing to give reasonable gaps for food.
- \* **Notify** the time of Sunday start before pilots leave the course after Saturday racing.
- \* Before laying the course, *check* on the way yachts are to go around the markers and possibly send a middle of the road pilot round the course, if in doubt.
- \* In actually running the races, have one official 't/c Grid, one flagging-in at finish with the Sailing Master overseeing the finish to assist the Scorers, who are solely responsible for placing the pilots.

The Sailing Master should always make his own decisions; it is not normally politic to ask the pilots.

## **SETTING OUT COURSES**

### ***On sand:***

Use as long a course as possible. Make it good for spectators, but without reducing value to pilots. Select an upwind start whenever possible with a minimum 500m to first turning marker. Have a safe peeling-off movement after the finishing line. Remember that races are run by time. If the Starting Grid is outside the circuit the next race can be assembling whilst race is in progress. An alternative method is to line up in Grid order outside the circuit ready to move on quickly where Grid is inside the course, Mark danger spots on course with flags. Place Orange Zone turning markers in line from previous turning mark, avoiding soft sand etc.

### ***On airfields:***

Have an upwind start with a good distance to first bottleneck, Make circuit clockwise/anti-clockwise relative to wind direction to avoid difficulties at narrow points on perimeter-track.

Arrange direction so that tacking is done on the widest runway. Explain the "Spirit of the Orange Zone" at 90 degree corners i.e. do not overtake on the inside. Arrange suitable peeling-off to park at finish. Same points for Starting Grid and waiting point as for beach. Keep all spectators outside the circuit; keep them away from corners where yachts are struggling to get round and could drift into spectators. Keep everyone 20 to 30 metres from the edge of the runway.

## **GENERAL POINTS**

FISLY say races should be about 12km or 35 minutes. Have sprint races and if possible a long race. Note: It maybe agreed beforehand that this cannot be discarded.

There must be wind of 4m per second to start a race and if the wind drops below this during a race cancellation is at the Sailing Master's discretion. If wind speed is legal but if most are pushing probably call it off but try to complete a lap so pilots can see it is useless. Cancelling a race (Yellow Flag) will probably annoy someone but the Sailing Master MUST come to a decision which *may* have to represent the average pilot. Drive round the course towards the pilots showing the Yellow Flag as soon as the decision is made. The Grid position for the next race after a cancelled race is the same as the cancelled race.

A race may be shortened by showing a Green Flag on the penultimate lap. A Chequered Flag will then constitute a valid race, if more than  $\frac{3}{4}$  appointed time/laps have been completed. A Yellow Flag, if less than  $\frac{3}{4}$  appointed time/laps will signify an invalid or cancelled race. This procedure is not used in case of lack of wind.

### ***"Recce" Lap***

The Sailing Master may often worry that pilots set off "blind" on the first race of a new course, being at some risk to themselves and others. A suggestion is that when yachts assemble on the Grid for the first race, each line of the Grid with a short interval between them are allowed to sail the course, returning immediately to their Grid position ready for the proper start. Set a time limit for this.

### ***The Orange Zone Turning Mark***

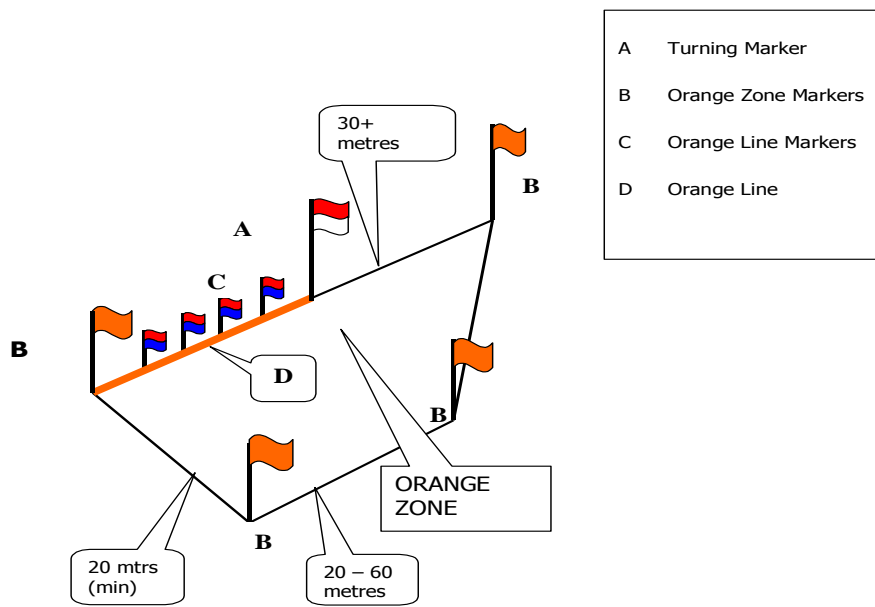
The Orange Zone is set up to be directly in line with the previous turning marker.

The standard size is 20 to 60 metres by 20 metres and for the purpose of setting up this is about 75 paces maximum by 25 paces. If the Zone is to be used by Class 5 yachts **only** a Zone 75% full size, 45 metres by 15 metres or 55 paces by 20 paces may be used.

The minimum distance permitted from Orange Inner Marker to Red & White Turning Marker is 30 metres.

Flag poles for the Red and White and Orange flags should be 2 metres long and not thicker than 50mm x 50mm, whilst the Red and Blue flags protecting the Orange Line may be short. The BFSLYC also requires, if an intermediate turning mark (such as a seaward mark) is used it must, as well as the Red and White Turning Marker Flag, have at least the Orange Inner Marker Flag and Red and Blue Orange Line Marker Flags.

## Layout of Orange Zone



The rules governing the Orange Zone are:

The first yacht to enter the Orange Zone is considered as overtaken by yachts entering the zone after it. A yacht may not, while overtaking, pass between the Orange straight line and the overtaken yacht if the latter was first in the Zone, except if the overtaken yacht has stopped or is being pushed.

No yacht may cross the Orange Line protected by the Red and Blue Flags in order to enter the Orange Zone. Disqualification or high penalty points may result for this dangerous manoeuvre.

A yacht being pushed in the Orange Zone has NO priority and must take care that it does not impede any other yacht

Infringements of the rules within the Zone may attract double penalty points.

## **GRIDS**

The idea is to give each pilot a fair share of good and bad places. Grid positions must be used; a pilot cannot opt to start behind the Grid. All pilots MUST cross over their respective Grid Line. Yacht on the left must be regarded as the "overtaking yacht" at the start; after the start the yacht coming from the right has priority.

The Sailing Master can instruct pilots in which direction he wants the whole field to depart from the Grid. If the Grid is placed correctly, with regard to wind and width of course, a clean start can be assured. The Sailing Master must be prepared to re-align the Grid if there is a substantial wind change.

For an upwind start, which should be used whenever possible, the start line will be perpendicular to the bisector of the angle having its apex at the centre of the start line and formed by the straight line running through the apex parallel to the axis of the nearest turning marker and a parallel to the wind direction.

If a downwind start is unavoidable *yachts* should be placed at 90 degrees to wind.

The No. 1 position is always at the right hand end of start line.

Grid numbers should be about 7 metres (9 paces) apart in the line and about 10 metres (12 paces) between lines. Distances for Class 5 may be reduced.

The MOREL GRID is used in all beach regattas; however, on restricted runway circuits more compact grids may be required. An alternative grid for small fleets of 12 yachts or less has been devised for beach sailing and can be used at the discretion of the Sailing Master.

The pilots' starting positions for the first race shall be drawn by ballot and declared at the first briefing.

## **SAILING RULES**

As FISLY Rules govern the sport in the U.K., an up-to-date copy of FISLY Rules must be on hand at the Regatta. In addition special Local Rules may be formulated, e.g. for prohibited zones on beaches.

## **PROTESTS & PENALTIES**

It would be sensible in Club racing/practices to get pilots practicing protests so that in competition they have some experience of the correct way to do it. In a regatta a fee is payable in support of a protest; the fee is returnable if the protest is judged fair even if disallowed. A protest by a pilot should be accompanied by an eye-witness whenever possible. It is incumbent on the protester to prove his protest.

At the first briefing a Jury of 3 pilots should be appointed (from each class sailing alone) to rule on protests from the other classes. The Sailing Master will award penalty points in accordance with the rules and the decision of the jury.

To resolve a protest insist on speaking to both parties; avoid resolving the issue for a few minutes; call the witnesses; have the rules available and remember that before giving your decision — see if the protester did lose out, or if the offence was deliberate or accidental. Enforce the Rules, award penalty points also where it is appropriate to maintain fair play and safety, but do remember in your race organisation to have a system for enforcement, e.g. turning-marker marshals; pilot requirement to report their own breaches of rules at turning markers.

## **BRIEFING PROCEDURE**

Note that the Green Flag with the Yellow Diagonal is the call to the officials and pilots for briefing. Using a blackboard or prepared diagram, start with course, show wind direction, turning markers, soft sand/other danger areas, bounds, local rules, precise point of finishing line. Designate parking areas, peeling off after passing finishing line; inform that all will be called in by Chequered Flag after winner has completed race.

It is ideal if **all** officials attend the briefing — lap scorers, marshals, and recovery team. This aids the accurate answering of queries which pilots may raise. Although questions are welcomed all through a briefing there must be a final question session at the end before allowing pilots to leave for preparation. It is usual to announce the number of laps/time finally on the GRID but it may of course be done at the briefing, but in any case make sure the LAP SCORERS are informed before the yachts pass them. Have a “clock timer” alarm to help scorers. The Briefing situation is the place where a calm atmosphere can give pilots respect and confidence that the Sailing Master is really IN CHARGE, that he is trying to be fair, that he respects both new and experienced pilots.

The briefing should bring out the fact that pilots have come to race and get the most number of races in, with regard to all the other sides of a regatta weekend; not the least item being general safety of pilots/spectators, and not over-tiring pilots by too many races on the same day.

No pilot may compete in a race unless he attends briefing. However in reasonable cases the Sailing Master can individually brief him. **Sailing without a briefing brings disqualification.**

### **Flags**

There should be a flagpole with yardarm if at all possible to fly either FISLY/Federation/Union Flag. Whilst one of these flies, all pilots must remain available to race. Also required are Red, White, Blue, Green with Yellow Diagonal and Class Flags. Hand-held Flags required are Red, Yellow, Chequered, Yellow and Blue, and Green.

On the course are required at least two sets of Orange Zone Flags, each set consisting of 1 Red and White, 4 Orange on 2 metre poles (no thicker than 50 x 50mm). 6 Red and Blue on shod poles. . If an intermediate mark such as a Seaward Mark is used, in addition to the Red and White Flag, an Orange Entry Flag and small Red and Blue Flags along the Orange Line are required.

When starting a race, having placed yourself in a position where ALL the pilots can see, be VERY DEFINITE in your flag waving, raising flag for 10 seconds before dropping it. At the finishing line point the flag at the pilot, try not to confuse two or three pilots arriving close together when one has yet to complete an extra lap because he is passing finishing line just before the winning yacht. When cancelling a race by Yellow Flag held in hand drive around the course MEETING the pilots rather than have them struggle round to the finishing line. Maintain a proper link between the Flag Waver and the SCORING TEAM; remember that the SCORERS are responsible for declaring the result, so avoid distractions to them near finish of a race.

### **SCORING**

FISLY Rules employ the simple system of the winner receiving 0 points, and the second 2 points, and so on. See the Sheet of Scoring System included.

At a Federation Regatta, the Sailing Master is responsible for compiling the RESULT SHEET, layout of which is shown. It needs enough lines for total pilots in the Regatta with about 20 vertical columns for scores, running totals, discard, adjusted total and final placing. Sheet provided by the organising club; ii may be available from D.O.R

The Scoring Team is **very** important to the satisfactory completion of a Regatta. It must not be a last minute arrangement, and it must be properly briefed. It is very unfair to pilots' strenuous efforts to win if poor scoring causes

confusion and doubtful results. The team should have THREE members. One calls the yacht numbers as they pass the line, a second fills in the LAP SHEET, making sure that the Race Class, time and date are all shown to help sorting out result, and the third completes the very important CONTINUATION SHEET which is a record of every time a yacht crosses the line. Scorers are the sole judges of the finishing order.

On the Continuation Sheet draw a line ABOVE the winner. All pilots are flagged in after winner crosses line. Watch out in mixed class races. In a Mixed Class race add the Class on the Continuation Sheets as they finish to assist in final sort-out, but avoid Mixed Classes if possible.

If Lap Scorers get confused, miss out a yacht, or any other error, disregard the Lap Sheet and work from the Continuation Sheet.

It is a good idea to get pilots doing a stint as Lap Scorers to show them that it isn't an easy job.

Make sure Lap Scorers are kept informed about number of laps etc., or the time of race so that stopwatch can be used.

Sample Lap Scoring Sheets and Continuation Sheet are shown.

## ***JURY***

In FISLY Rules, Jury largely replaces the duties of the Sailing Master under BFSLYC Rules. In International Competition protests properly completed are submitted to the Jury by TEAM MANAGER Jury decide duration of race, inspect and authorise the lay-out of course, approve the start, wind speed at least 4 metres per second. Say if they consider it safe to start, e.g. in high wind/rain etc. Note that each pilot takes on his own responsibility for starting a race and cannot say that he was "forced to start" by the officials.

## ***RACE ORGANISATION***

Ensure that Sailing Master has a vehicle for his sole use. Try to arrange radio control between Marshals and Sailing Master.

### ***Duties of Race Marshals***

At turning points, to act as witnesses for protests and/or reporting breaches of rules such as Orange Line crossing, going wrong way round mark, reporting difficulties of course when change of wind, approaching tide, etc.

Control spectators and especially keep an eye on photographers who may be putting themselves and pilots in danger.

Note that Marshal can report the actions of one pilot against another. He could also keep a Continuation Sheet at his turning point, to ensure that all yachts fully complete the course.

### ***Continuation Sheets***

These sheets, kept by Scorers or by Marshals at Turning Marks can be helpful in deciding protests. E.g. if yachts are many places apart protests may be shown to be 'not-proven.'

### ***Safety of Spectators***

It may be advisable to consider places where-some roping off would help control, say at finish and to protect the Lap Scorers from interruption, or at Yacht Park and Peeling Off Route after the finish. Avoid spectators near or at corners where wind will force yachts towards spectators. On airfield runway circuits keep spectators well back from edge of grass

where yachts are being forced towards them. Always have car parking well back from course and have as few official vehicles as possible parked near the course, probably ONLY the Lap Scorers.

Set up the required Warning Notices, have plenty." Use "Sand/Land Yacht Racing. Keep off Course/Runway".

Markers on course should never be heavy and solid so as to be themselves a hazard. At the briefing remind pilots that if they have a spill or breakage they should walk around their immobilised yacht so that officials can see there is no need for quick recovery, in the medical sense.

Scrutineering of yachts; the pilot takes full responsibility for taking his yacht onto the course and into the race.

Check First Aid cover; It is important to provide a consistent level of cover at events. For Class 3, 5 and Standart events this should be provided by a qualified first aider from an independent provider such as the St John's Ambulance Service or the Red Cross. If a provider has been booked but fails to arrive racing may only proceed if an alternative trained first aider is present and the host Club and competing pilots approve. It is also useful to have good emergency telephone communication near at hand.

### **LICENCES**

Licence Cards are issued to all qualified pilots suitably endorsed to show in which class they are qualified to sail. Upgrading to higher class from Class 5 requires further test. Class 3 test is the highest category. Licensing process is given in Instructors' Manual with details of tests. No pilot may take part in other than local club events without the licence, which must have been held for two months (except Class 5 which is usable from date of test.) If a club is staging an area event to which outside members are invited, newly licensed Class III pilots and unlicensed Class 5 pilots must be excluded. -

### **SAIL MEASUREMENTS**

The approved BFSLYC sail certificate, which can be obtained from DOP, is shown although you can make your own. These **have to be provided** for International events and in fact should be completed by all top rate pilots and deposited with the DOP for filing. They can be challenged through the Jury and the pilot disqualified if sail is oversize.

### **SAFETY & INSURANCE**

The Code of Practice advises on yacht safety.

SO KEEP YOUR YACHT UP TO SCRATCH AS TRAVELLING IS EXPENSIVE! Pilots are legally responsible for the safe condition of their yachts.

Fully paid-up members and Federation Clubs are covered by our Public Liability Insurance for sailing at any approved venue in Europe.

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Day members are NOT covered to take part in Regattas.

It is important that a fully documented report is sent, at once, to the Federation Insurance Officer whenever something occurs which could even remotely result in a claim.

**No comments** at all should be made to **anyone** who may be concerned in making a claim.



## SUMMARY FOR CLUB HOSTING A REGATTA

and

### CHECK LIST FOR ITS ORGANISATION

1. Get approval from Federation at AGM in November for period 1 July to 30 June for allocation of Area Regatta in British Championship Series. Other types of Regatta should also be cleared through the Federation to avoid clashing dates.
2. For Beach Regattas do check tides to enable Saturday morning start.
3. **Entry Forms:** send out at least one month ahead. Warn of need for Federation Pilots licence. Give the time for briefing for first race on the Saturday. The entry fee is to cover prizes and expenses. Note that a fee per entry (less Juniors) goes to the Federation. Advise about accommodation and include a telephone number for enquiries.
4. **Officials required:** Sailing Master; either Fed. DOP or approved Club Official; Lap Scoring Team of 3; Safety Marshals and Turning Marker Judges, Beach Party with recovery vehicle, to be available at least ONE HOUR before first race each day. First Aid cover.
5. **Starting Time:** 1030 earliest on Saturday; warn about start time on Sunday before last race on Saturday. Finish by 1500 on Sunday.
6. If a Regatta has to be cancelled for lack of wind, etc. it cannot be reconvened. Federation has ruled that it accepts non-return of entry fees.
7. **Posting of Final Result:** To be posted 20 minutes before prize-giving to allow for protests. Federation Secretary and/or Sailing Master are responsible for collating the result. Club provides Result Sheet. Scoring by FISLY system.
8. **Warning Notices:** As required by our Insurers: **“Caution Land/Sand yachting — Keep off Course”**. No mention of “DANGER”. There must be plenty of warning notices.
9. **Medical Cover** Immediate First Aid must be on the spot and availability of Doctor/ambulance arranged with access to emergency telephone within easy reach.
10. Grid Cards for maximum entry. (Morel or special). Grid numbers for beach/runway.
11. **Flags required:** If a flag pole and yardarm is available: FISLY/Federation/ Union flag, Red, Blue, White, Green with Yellow Diagonal together with Class flags if possible. **Hand-held flags:** Red, Yellow, Chequered, half Yellow/Blue, Green.  
  
**Flags required for course:** Orange Zone, at least two sets: 4 Orange, 1 Red and White on 2 metre poles no thicker than 50mm x 50mm. 6 Red and Blue on short poles for Orange Line and for each 180 degree turn. Also Federation requires at least Red and White turning marker, Orange Entry flag and Red and Blue Orange Line flags at any intermediate marker. Have Red flags/cones available to mark obstacles on the course.
12. Consider roping-off vulnerable points for safety, or to keep people away from scorers.
13. **Other equipment needed:** Wind gauge, blackboard for briefing, loudhailer, radio communications between Sailing Master and Marshals. There MUST be a vehicle for the SOLE USE of the Sailing Master.

14. If non-UK entries advise Insurance Officer through Federation Secretary.
15. The Federation has ruled that when a Federation regatta is in progress, NO pilot who is not entered as a competitor may sail on the course/circuit This is essential for safety and is so that competing pilots are not put at risk by casual sailing.
16. The organising Club must have **Safety** in the forefront at all times so that it ~'does not bring the Sport into disrepute!

**NUMBER OF RACES, SCORING, DISCARDS  
PENALTY POINTS & PROTESTS**

1. **Number of Races:** Regattas under FISLY Rules consist of **SIX** races. If BFSLYC decide to have seven or more this should be declared **before** the First Race or included in the Entry Form. As the Morel Grid is designed for only six races, the alternatives are to go back to Race 1 for the seventh race or to draw lots for those in excess of six. A minimum of THREE races is required to declare a Result.
2. **Scoring & Placing:** 0 point for first place, 2 points for second, etc. In a dead heat each pilot receives the same points whilst the following pilot gets the same points +2.  
**Pilots failing to START or not completing 1 lap** receive total ENTRY + 1; the Total Entry being declared before the first race.  
**Pilots STARTING, but NOT FINISHING ALTHOUGH COMPLETING AT LEAST 1 LAP,** are placed after those completing the race, according to the number of laps completed at their last crossing of the finishing line.
3. **Discards:** In a series of Races, after FOUR Races. ONE may be discarded, and after EIGHT races TWO may be discarded however a pilot may not discard:
  - (a) The penalty points he may have been awarded,
  - (b) A race for which he has been disqualified.
4. **Final Score:** Pilot with the smallest total of points is declared the winner. In case of a tie, count back on number of 1sts, 2nds, etc. to find winner, down to 'N' places, If still equal, it remains so in final result.
5. **Penalty Points:** One or two penalty points MUST be awarded by the Sailing Master/Jury according to the gravity of the offence, especially if a collision occurs or for an infringement in the Orange Zone, and/or where the incident compromises the results of another pilot.  
  
Serious offences which result in penalty points with disqualification~•
  - (a) Sailing on course when Red Flag is flying
  - (b) Ignoring individual recall by Yellow/Blue Flag
  - (c) Failure to attend briefing
  - (d) Pushing 'Head into Wind'  
Serious offences, which result in penalty points with possible disqualification;
  - (a) Passing marker flag in wrong direction
  - (b) Re-crossing Finishing Line before all the yachts have completed the race  
Double points are awarded for a second offence; treble points for a third offence, and so on.  
  
Further infringements may result in disqualification for either the race or the whole event.  
  
For a dangerous offence a pilot may be disqualified even should it be a FIRST offence. He must then be reported to BFSLYC or FISLY to see if his licence should be affected.  
  
Penalty points may also be awarded for ungentlemanly behaviour or bad language.
6. **Mitigation:** A pilot striking a flag or turning marker, or committing any other breach of the rules should, on completion of the race, report it to the Sailing Master who on investigation **may in very special circumstances** decide to award less or even NO penalty points at his discretion.
7. **Infringement of Sailing Rules:** These may be reported by Sailing Master, Jury Member, Lap Scorer, a Turning Marker Official, Official Marshal or Steward.

8. **Protests by Pilots:** Protests must be made within 30 minutes of the end of a race and should when required be accompanied by a FEE which can be returned if the protest is considered reasonable even though not upheld. Normally protests are only acceptable from a pilot when an incident occurs during a race in which he considers himself innocent and which results in him having a lower finishing position or which causes failure to finish. A written protest with sketch and witnesses is the preferable method. It is incumbent on the protester to prove his protest.
9. **Yacht and Sail Numbers:** Any change of Sail/Yacht number must be approved by Sailing Master and reported to the scorers before commencement of the Race.
10. If a yacht runs away because it has not been properly immobilised when parked it may be disqualified for the whole Regatta.