

SAFETY ACTION PLAN

Event: 2019 CENTRAL NORTH ISLAND SECONDARY SCHOOLS TEAM SAILING REGATTA

Date: Sunday 24th to Tuesday 26th March 2019

Event Manager: Michelle Woodfield

Phone Number: 027 4848708

Participants Who: Secondary School Students

Age: Year 7 to Year 13, under 19 on 1 January 2019.

How Many: ~60-100 sailors.

Special Considerations:

Officials	Who: Race Officer and Umpires. How Many: 1 Race Officers and 4-6 umpires. Qualifications: Previous experience in roles.
Helpers	Who: Selected personnel from LTYC and participating schools How Many: ~12. Qualifications: Previous experience in roles.
Venue	Contact: Michelle Woodfield Address: 9 Ferry Rd, Taupo Phone Number: 07 377 0352 Evacuation Procedure: Part of briefing of competitors. Building/WOF: Current building WOF.
First Aid	Organisation: On shore and on the water medical assistance Who: to be confirmed How Many: at least 1 Cell Phone Number: to be confirmed Vehicle Access for Emergencies: Yes Nearest medical centre: Taupo Health Centre, 113 Heu Heu Street, 07 378 7060 Or Taupo Hospital Emergency Dept, Kotare St, 07 376 1000
Communication	Mobile Phone: Yes Speaker/PA Ashore & on the water. Marine VHF On all official boats and at shore base.

Waivers/Medical/Entries: Yes

Fresh Water on Site: Yes

Toilet Hygiene: Host club toilets cleaned daily.

Briefing **Responsibility:** Briefing at start of event with Race Officer.
Content: Safety, weather, programme.
Evacuation Procedure: Standard YNZ flag & hooter system for abandoning sailing.

Roles & Expectations: At least 1 rib per 10 sailing dinghies, as per YNZ regulations.

Traffic Management Plan: N/A.

Water Safety Plan: Harbourmaster.

ON THE DAY CHECKLIST

First Aid **Personnel:** People available to offer medical assistance
Ambulance: Not on site. Phone 111
First Aid Kits: Club rooms, start & finish boats.

Phone Nos **Event Manager/Safety Manager:** Michelle Woodfield
(0274848708)
Coach: Team managers and/or coaches.
Ambulance: Phone 111
Police: 07 378 6060
Harbourmaster: 07 378 7176
Coastguard: 07 377 2537

VHF channels **Umpires:** 72
Results: 73
Race Management/shore: 77
Emergency / Safe officer: 77
If the Safety Officer declares an emergency by a PAN-PAN broadcast, all boats on that course will revert to 77.

Equipment **Cones Signs**
Ropes
Flags PFDs
Megaphone
RIBS – anchor, VHF, bailer, oars, bungs, sufficient fuel.

RISK MANAGEMENT PLAN / RISK ACTION PLAN

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Risk: What could go wrong?	Cause	Prevention: Eliminate/ Isolate/ Minimise	Equipment	Check (tick)	Who is responsible?
Multiple capsizes	Bad weather	Obtain quality weather forecast at start of each day & update during the day.	VHF		Race Officer
Injuries ashore from booms.	Wind gusts	Group boats being rigged in a bunch to discourage spectators walking amongst. Sails lowered/furled when not in attendance.	N/A		Sailors Shore Master
Traffic accidents	Inattention of pedestrians & motorists.	Set out cones, etc to slow traffic. Enforce legal parking.	Cones/signs		Shore Master
Hypothermia	Cold weather. Inadequate clothing.	Inform all sailors & support personnel of weather forecast. Encourage wearing of appropriate clothing & carrying of spares.	Dry clothes/blankets. Survival blanket. Warm drinks		Race Officer. All team managers & support personnel.
Sunburn	Fine weather.	Supply bulk sunscreen at clubhouse.	Sunscreen		Shore Master. All team managers & individuals.
Collision between boats.	Inattention.	All boat users must know collision rules. Keep a good lookout at all times.	YNZ rule books		All boat operators (skippers & crew)

GENERAL INSTRUCTIONS FOR REGATTA

Introduction

The event is attended predominantly by experienced sailors. The event will be controlled by a Race Officer on the water and a lake Taupo Yacht Club shore manager/beach master. The event will be run on a course close to shore along the Taupo Town lakefront or on other sheltered shores within the confines of Taupo Bay if prevailing wind necessitates moving from there. All competitors shall wear buoyancy vests or life jackets in good repair properly secured about their persons and complying with YNZ minimum standard, Safety Regulations Appendix 5, at all times while afloat.

1. All competitors and boats shall comply with the YNZ Safety Regulations Part I. (Refer to the Rule Book - YNZ RRS & SR 2017-2020). These instructions include requirements for boats to have reserve buoyancy, towlines, quick release halyards, secured centerboards tillers and rudders and bailers. The boats are supplied by the organizers of the event. The sailors must wear a personal flotation device, be capable of swimming 50 metres and be wearing clothing suitable for the local conditions. Crews should exercise caution when going on to the water in boisterous conditions. Yachts should not be left unattended with sails flapping in public spaces.
2. Competitors must stay with their yacht in event of a capsize.
3. In the event of a capsize take care in righting the boat. In the shallow waters the mast is liable to stick into the mud. Pull boat down wind and right boat with the hull in the downwind position.
4. If equipment drifts away from a capsized yacht, competitors should not swim after it. Wait until a rescue craft can assist.
5. If there is a strong on-shore wind or large waves on the beach, competitors should consider swimming their yachts ashore by removing the rudder and centerboard, holding the bow of the yacht and allowing the waves to wash them ashore.
6. Competitors should be aware that floors, steps and boat ramps become slippery when wet.

Specific Hazards - ON THE WATER

1. The Landing reserve beach is well used for recreation, especially recreational and competitive swimming as well as a floatplane base. We share our part of the beach with two other water sport clubs. Competitors must ensure that access-ways and ramps are kept clear at all times. Competitors must take particular care to avoid contact with swimmers as they leave and return to the beach.
2. Keep clear of the designated swimming area at the Western end of the beach and the floatplane jetty.
3. In light winds the current running across the beach to the river mouth becomes a severe hazard. On leaving the beach your first tack should be away from the river. This current is noticeable up to 500m offshore and up to 500m along the beach. If necessary boats will be towed out to a safe distance.
4. A small rocky bar exists 20-50m out parallel to the beach and is starting to become a hazard at the current lake level. Do not fully lower foils until abeam the point marking

the river entrance.

5. Keep a lookout for swimmers when sailing anywhere inside the 200m buoys.

Specific Hazards - OFF THE WATER

1. Keep all boat trailers in the designated location.
2. Leave clear access to the Waka Ama and Rowing Club pens.
3. Competitors should take particular care to control their yacht boom swinging in the wind when on shore in close proximity to other yachts
4. A base station radio will be operated at all times to ensure good communication between race officials and shore assistance if necessary, on channel 77
5. All on the water rescue craft will have radios.
6. All sailors have to sign on with their coach when they go on the water and sign off when they come back to shore.
7. LTYC volunteers will monitor the beach to minimize hold ups and ensure rapid launch and retrieval
8. Any rubbish will be picked up after each day's proceedings to minimize any possible accidents and preserve the surrounding environment.
9. Fire extinguishers are kept upstairs and downstairs at the Yacht Club
10. A first aid kit, including a hypothermia blanket, is kept at the Yacht club

Support Craft (RIBs)

Crew must attend safety briefing. (HM Consent requirement.)

- Each RIB will be given a laminated card detailing procedures for their craft. This should be kept in the craft.
- Can be expected to act as a rescue boat if necessary.
- Keep a listening watch on CH 77 at all times.
- You are strongly advised to keep outside the 200m limit due to submerged rocks.
- PFDs to be worn at all times
- Overnight holding area is beachfront

In a Severe Emergency

- A PAN call will be broadcast on all channels being used.
- All RIBs will immediately go to Ch 77 and await instructions.
- The Race Officer on P6 will coordinate any rescue operation
- A condition of our consent is that the Safety Officer has the ultimate say should any conditions require a call to be made regarding continuing sailing/safety.

Launching and Retrieval of Yachts

When conditions permit the beach will be used.

Note

- Extreme hazard to foils from submerged rocks within 100m from shore.
- Hazard posed by river current along beach towards river. Tack away from the river as soon as possible.

- Use pulling ropes to and from beach.
- If the beach becomes unusable the Yachts will be towed to the floating jetties at the wharf and beach trailered from there or 2 Mile Bay may be used.
- No sailing in the river or the entrance channel.
- No swimming anywhere in the river or entrance at any time.

Holding Area (Barge and a boarding pontoon)

- A responsible person to be in charge of each Barge/ pontoon at all times. They are responsible for the safety of all on board. Therefore their instructions must be complied with at all times.
- Only those sailors transferring to be on the pontoon.
- PFDs to be worn.
- Barges and pontoons will be moored at the public mooring buoy at night.

Storage Bunker

The storage bunker will be used for repairing boats. For security reasons it will be locked when unattended. It will not be available for storing loose or personal gear or for Team briefings.

RESCUE BOAT SAFETY PLAN GENERAL INSTRUCTIONS AND RESCUE

All official RIB's are designated as Rescue Boats and, if directed by the Race Officer, rescue operations take precedence over any other task the boat may be performing.

Every Rescue boat is to fill out a "Rescue Boat registration form" giving details of crew and gear carried. Forms available at the official registration desk.

- Once past the main wharf complete a radio check on Ch 77 with the Shore Base (Tower) AND with the RO on the Start Boat. Each Start boat will maintain a listening watch on both the umpires channel and the general channel.
- Maintain a listening watch on their channel at all times while on the water.
- Observe the 3kt speed limit while in the river and keep right where practicable.
- Every RIB to be off the water by 1900

TO EFFECT A RESCUE

- Approach and account for all crew.
- Stand off to windward, stem to the wind.
- Ascertain whether the crew require assistance.
- Encourage the sailor to right the boat.
- Collect up loose gear that may be floating around.
- If required to assist, approach the bow of the boat with your stem into the wind holding position with minimal use of the motor.
- Assist righting the boat (using the forestay if possible, keeping the yacht's bow to windward.
- When holding or approaching an upright boat make contact on the windward side alongside the mast.
- Help hold the boat head to wind (slightly to one side so the boom is clear of the cockpit and rescue boat) while the skipper bails the boat out

TOWING

- If at all possible have the sailor in the boat to steer
- Drop the mainsail
- Bail out the worst of the water
- Thread a tow rope through an eye on the bow, loop around the mast and give the end to the sailor to hold on to - (this is for quick release.)
- Lift the centreboard
- Tow slowly so as not to cause the boat to capsize, adjust the length of the tow line to put the dinghy on the back of the stern wave.
- Be aware of exhaust fumes affecting the sailor.
- Keep a watch on the towed boat at all times.