2020 Top of the South Secondary School Team Sailing Championships

The Organising Authority for the Championships is Nelson Yacht Club in conjunction with Nelson Bays Youth Teams Racing Association (NBYTRA)

SAFETY ACTION PLAN

Date: Thursday 2nd, Friday 3rd, Saturday 4th April 2020

Event Manager: Rob Douglas

Phone Number: 027 445 7603

Race Officer: Viv Butcher

Phone Number: 021884781

Participants: NZ Secondary School Students,

Officials National and Club umpires, judges, 1 Race Officer. 8+ umpires/coaches. New Zealand Team Sailing Association (NZTSA) representative, Yachting NZ representative

Qualifications: ISAF and Yachting NZ qualified.

Helpers:
Selected personnel from around NZ, NZTSA, NBYTRA and specifically from participating schools or families.
Qualifications: Previous experience assisting at teams and fleet sailing regattas.

Venue: Nelson Harbour

Nelson Yacht Club 322 Wakefield Quay PORT NELSON, 7501

Commodore: Geoff Pitcaithly Phone : 03 548 7501

info@nelsonyachtclub.org.nz Club Administrator: Jill Hellyer 022 548 7501

Communication	Mobile Phones	Yes
	Marine VHF	Channel 77 On all official boats & at shore base.

Briefing: Daily briefing with Principal Race Officer, sailors and helpers to cover safety, weather, daily programme and special considerations

Evacuation Procedure: Standard YNZ flag & hooter system for abandoning sailing.

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

Water Safety Plan: As approved by Nelson Harbourmaster.

ON THE DAY CHECKLIST

First Aid
List various first aiders present.
Cell phones and landline at Club house for emergency calls
First Aid Kits: at Yacht club, Start and finish boats

Cell Phone Numbers
Event Manager: Rob Douglas **Phone Number:** 027 445 7603

Race Officer: Viv Butcher **Phone Number:** 021884781

Team managers and/or coaches. List available at event

Ambulance: Phone 111.

RISK MANAGEMENT PLAN / RISK ACTION PLAN

EVENT: Top of the South Secondary Schools Team Sailing Championships

Date: Thursday 2nd, Friday 3rd, Saturday 4th April 2020

Manager: Yuri Schokking

Risk: **What could go wrong?**	**Cause**	**Prevention:** **Eliminate/ Isolate/ Minimise**	**Equipment**	**Check** **(tick)**	**Who is responsible?**
Sunburn	Fine weather.	Supply bulk sunscreen at clubhouse. Insist sailors apply sunscreen as part of their routine before leaving the beach. Start and coach boats carry sunscreen for sailors to reapply regularly.	Sunscreen		Shore Master. All team managers, umpires, coaches & individuals.
Shark attack	Out of our control	Set the sailing course inside Nelson Harbour	N/A		Race officer
Propeller strike	Person in water during rescue	All Nelson Yacht club & NBYTRA owned power boats have propeller guards fitted and procedures regarding motor off requirements with persons in water near engine	Propeller guards		Boat operator skippers
Multiple capsizes	Heavy winds	Obtain quality weather forecast at start of each day & update during the day. Check rigging of boats prior to sailing to ensure rigging does not fall out of the hull while capsized.	VHF RIBS		Race Officer
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)

Collisions with harbour traffic	inattention	All boat users must know collision rules. Keep a good lookout at all times. Include reminder in briefings Listening watch on Harbour users VHF channel Liaison with harbour users (Commercial operators) prior and during event	VHF		All boat operators Event organiser Race Officer
Injuries ashore from booms.	Wind gusts	Sails lowered/furled when not in attendance. Traffic management on shore to deter vehicles in areas and pedestrians among boats	N/A		Sailors Shore Master Team managers
Drowning / lost at sea	Sailors fall unconscious from a hit to the head by the boom. Sailors fall out of boat into deep water.	Sailors wear adequate buoyancy and appropriate clothing. Coach/umpire boats attend immediately to all capsizes. Teach good boat handling. Set the sailing course inside Nelson harbour	VHF		Race Officer. On water medic/first aider.
Heat exhaustion	Dehydration and salt deficiency	Provide ample bottled water.	Bottled water.		Shore master, Team managers and individuals
Traffic accidents ashore	Inattention of pedestrians & motorists.	Set out cones to slow traffic. Enforce legal parking.	Cones/signs		Shore Master
Hypothermia	Inadequate clothing in cooler weather.	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. Team managers support personnel.