

SUGGESTED PROGUIDE

WEDNESDAY / THURSDAY (at the latest) : Email main support helpers for confirmation of their availability. Contact back up helpers if required. (See PROtocols list)
Check with Garth (garthsb@hotmail.com /0427031642) re launching and fuel of boats.

THURSDAY (at the latest) : Check possible weather (Willy Weather / Bom/ Meteye)

SATURDAY am : Check weather, tides, shipping (qships)
Sign on book and hard black folder with info/result sheets - in cupboard Training Room.

SATURDAY 1200 : Course planning (For help see Sailing Instructions page 3 in black folder)
Write up info on whiteboard (Pens in bucket in Training Room if not already out)
Liaise with support boat crews re above and what buoys are required & positioning.

Check "Sign On" book set up and COVID packs on all vessels.

1300 :Briefing - may include safety reminder (1) Mouth of creek clear/dinghies clear of start line for Div 1/ 1a (2) Mandatory safety requirements of skippers.

List and advise VTS of vessels sailing and where. (CH 13/ 49715208) and request a broadcast be issued to all ships (CH 13 & 15) re race time.

1330 :Dinghies to Quoin Basin if sailing there with Red Rib. **Sail as a group**

On MV J : Radio check with Red Rib and Herc.

Check flags.

Coordinate tasks with helpers.

Set start line and buoys with starter.

Record start, finish times and retirements .

Monitor wind strength throughout afternoon.

Post racing : Confirm all boats are back and advise VTS re finish to be broadcast.

Write up MV J log book and COVID Report in COVID Bag.

Check all vessels secure / engines raised / which are needed on Sunday.

Battery off.

Take results to Training Room .

Ensure keys are returned to Training Room.

Check all tidied up on shore, under Club and Training Room locked.

Report any maintenance issues to SC asap (maintenance sheet in Sign On book)

Collect documentation re incidents (report sheets in Sign on Book)

WHITEBOARD

Date	EVENT	TIDES
PRO :		WIND
MV JACK:	Driver / Starter 1crew min / 2 preferable	
HERC:	2 crew min / 3 preferable	Radio : Ch 72
RED RIB :	2 crew	Shipping :

Start Time :

Courses

Div 1

Div 1A

Div 4

Briefing End :

Time Limits : 180mins for yachts : 75 mins for dinghies

Length of line : No of boats X length X length X 1.25