



CRAIGNISH BOAT CLUB



WELCOME TO CRAIGNISH BOAT CLUB MEMBERS HANDBOOK 2023

Craignish Boat Club (CBC) was formed in 1991 to help people living in and around Loch Craignish to gain safe access to water for sailing, kayaking, and canoeing.

The club focuses on building the confidence and abilities of children and young people, and also offers sailing, kayaking, canoeing, series racing, and rowing for adult and family members of the club.

CBC believes that – with the right facilities, equipment, resources, support and coaching - the water can be enjoyed by anyone, no matter what their ability. To make this enjoyment possible we try to create a safe, fun and sustainable environment in which this can take place.

Affiliations

Everyone who manages and runs CBC activities is a volunteer. Thank you to our current team of over 25 volunteers who help to make Craignish Boat Club a fantastic place to learn and have fun.

CBC is a non-profit organisation and is a registered Community Amateur Sports Club. The club is affiliated to the Royal Yachting Association (RYA) the Scottish Canoe Association (SCA) and the Scottish Coastal Rowing Association (SCRA). The CBC Committee has aligned the Club's constitution and procedures with what it regards as best practice from these organisations.

For fuller information about the Club and how it is run, as well as news and upcoming events, please visit www.craignishboatclub.org.uk or the CBC Facebook page, or to join Craignish Boat Club please contact membership@craignishboatclub.org.uk

We hope you enjoy your time on the water!

CRAIGNISH BOAT CLUB CONTACT DETAILS

Commodore	Lizzie Rose	comm@craignishboatclub.org.uk
Secretary	Sarah Birrell	sec@craignishboatclub.org
Treasurer	Jo Leslie	treas@craignishboatclub.org.uk
Membership Sec.	Tania MacCallum	membership@craignishboatclub.org.uk
Welfare Officer	Helen Hampton	welfare@craignishboatclub.org.uk
Adult Sailing	Guy Neville	sailing@craignishboatclub.org.uk
Sailing Cadets	Alex Spence	cadets@craignishboatclub.org.uk
Kayaking	Laura Nevile	kayak@craignishboatclub.org.uk
Rowing	Suzi Fleming/ Heather Craig	row@craignishboatclub.org.uk

CONTENTS

This handbook explains what everyone needs to do to make Craignish Boat Club both safe and fun, whether learning to sail, kayak, canoe, or row, participating in racing, or delivering cadets and watching from the shore.

For your enjoyment and safety, and the safety of others, please read the rules carefully and pay particular attention to the sections about safety and risks both on the water and the shore.

	Page
Rules	3
Sailing	4
Kayaking/ Paddlesports	6
Rowing	7
Use of Club Equipment	8
Use of Club site, Vehicle Access and Parking	9
Supporting Craignish Boat Club, Membership and Volunteering	10
Craignish Boat Club Year Plan/Key dates	12
Roles and Contact	13
Appendix 1: Risks	14
Appendix 2: Sailing Instruction for Racing	15
Appendix 3: Craignish Boat Club Code of Conduct	17

CLUB RULES

Rule 1: Come Prepared

Before you come to the Club, please check your email inbox. Sessions are sometimes cancelled or modified at short notice. Always bring:

- **Sailing Cadets and Youth Kayakers please bring A Responsible Adult:** All young people aged sixteen or under must have a parent, guardian or designated adult accompanying them who are responsible for them at all times on the shore. CBC instructors and volunteers are only responsible for cadets/youth kayakers when undergoing training on the water. When a cadet/youth kayaker comes off the water the adult responsible must be present to receive them.
- **Buoyancy Aids:** All adults and children must come to club sessions with a suitable and correctly fitted buoyancy aid. For those aged ten and under it should have legs straps. Buoyancy aids must be always worn when afloat and on the pontoon. Members are responsible for checking their own personal equipment.
- **Helmets are optional** – a helmet will protect the head from serious head injury, but there is also a case for it making the wearer less aware of keeping his or her head out of the way. However, should a member receive a head injury where a concussion is suspected it will be the club's policy to follow medical guidance. This will mean participation at the club will be restricted for any period where symptoms exist and for at least two weeks after symptoms have cleared. These restrictions are to safeguard members and will be put in place despite membership fees having been paid.
- **Clothing and Snacks:** Youth participants should provide their own wetsuit or similar, a windproof jacket, a hat, suitable footwear (no bare feet), snacks and a change of clothes. Adults are also expected to wear appropriate clothing for whichever activity they are participating in.

Rule 2: Always Wear a Life Jacket

Life jackets or buoyancy aids shall be worn at all times when afloat and on the pontoon.

Rule 3: Check the Noticeboard (Sailing Cadets only)

Always check the notice board at the top of the slip for any changes in the sailing plan for the session.

Rule 4: Wear Tags (Sailing Cadets only)

Tags must be worn by all sailing cadets when on the water. Cadets collect their tag from the person responsible for shore safety at the top of the slip way before going afloat. All tags must be returned immediately on returning to shore - adults please check.

Rule 5: Never Jump off the Pontoon

Jumping off the pontoon is not allowed when club sessions are in progress. (When sessions have ended, and all powered craft are moored it is at the discretion of parents/responsible adults as to whether members can enter the water, this is not a club activity.)

Rule 6: Listen Before you Leave

No sailor or paddler should get on the water without permission of the coach responsible for the activity. Listen to the instructions from the coaches, safety boat crew, or Sailing, Kayaking or Racing Captains and obey them promptly.

Rule 7: Keep a Look Out

Whether you are shore-based or on the water, if you spot a dangerous situation (even if you are not sure about the danger level) you should draw it to the attention of the nearest coach or Captain, or a member of the Committee, as soon as possible. Most of the adults helping during CBC training sessions have first aid certificates.

Rule 8: Stay with your Boat

Crews of capsized boats or kayaks must remain with their boats and not try to swim to shore or recover lost gear, or swim to the safety/another boat unless instructed to do so.

Rule 9: Help with Rigging, Launching and Stowing

Unfortunately, boats don't rig and launch themselves! If the boat that you are using is not already in the water, please help to get it ready to sail or paddle, and if you are last to use it, please empty any water out of it and help put it away. Responsible adults are encouraged to help with this.

Rule 10: Respect the Site

Please cycle or walk to Craignish Boat Club activities if you can. If you need to bring a car, please park it in the car park or at the Village Hall (never in the passing place or on the road verge) and never block access to the causeway – this must always be accessible to allow access by emergency vehicles or for access of those with mobility needs. Please look after the island and never annoy the neighbours, it does not belong to us (See Use of the Club site)

SAILING

Cadet and adult sailing and racing take place from May to June, and August to September every year, when weather and number of available volunteers allow.

Sailing Cadets

Cadet sessions normally take place on a Monday evening. This is for young people in P4 and above in the April of the membership year.

Sailing for Adults

Sailing for adults normally takes place on a Thursday evening. This can be a series of skills-based sessions or can take the form of racing. This will be advertised nearer the time.

Kit requirements – please see Club Rules pages 3 and 4



Use of Club Sailing Dinghies

- Club sailing dinghies can only be used for designated sailing activities/events organised by the Club where a safety boat is on duty or a 'buddy system' (see appendix 1) is operating.
- From time to time, dinghies can also be used for continuous personal development of Club instructors/volunteers with the permission of the Committee/ Sailing or Sailing Cadet Captain.



KAYAKING / PADDLESPORTS

Cadet (young people in P4 and above in the April of the membership year) and adult kayaking sessions run from May to June and from August to September. We hope to offer skills sessions and development to cadets and adults this season and some Saturday trips for adults.

Kit requirements – please see Club Rules pages 3 and 4.

Safety Procedures for Paddlesport Trips

Longer trips are organised occasionally. These will be weather-dependent, and the route may change accordingly / trip may be cancelled – this is the decision of the designated Club coach / leader. Participation is at the discretion of the coach/ leader.

- The coach / leader will provide participants with a list of kit to bring appropriate to the length and conditions of the planned trip.
- The coach / leader has final decision on the day regarding paddlers participation (based on ability and conditions), route and if the trip will go ahead.
- The coach/ leader will carry a first aid kit, appropriate towing system, group shelter, repair kit, spare split paddle and a VHF radio/ mobile phone.
- For trips involving people under 18years, the trip leader will leave a list of participant's names, contact numbers, anticipated route and return times with an agreed onshore liaison person (this could be a member of the Club, their family or friend).



Use of Club Paddlesport Equipment

Including but not limited to kayaks, canoes, sit on top kayaks

- Club paddlesport equipment can only be used for designated paddle sport activities/events organized by the Club.
- From time to time, paddlesport equipment can also be used for continuous personal development of Club instructors/volunteers with the permission of the Lead Kayaking Instructor.

ROWING

Our skiff, Craignish Comet, was launched in 2022, and we hope to encourage members of the community to row her on a regular basis.

We are thinking that Tuesday nights and Sunday mornings will be our initial times for this. **Kit requirements – please see Club Rules pages 3 and 4.**



Use of the skiff

- The skiff is intended for use by CBC members aged 16 or over as the oars and set up of the boat has been designed with adults in mind.
- All sessions in the skiff need to have a designated club rowing leader present and register a brief plan of where they are going, at what time and for how long. This is particularly important if a longer excursion is undertaken when a list of people in the skiff also needs to be left with the on-shore person.
- A rowing session must have a minimum of a designated club rowing leader and five rowers present - i.e. enough for there to be four rowers, one cox and one person shore-based.
- The club rowing leader has the final decision on the day regarding participation, route and if the session will go ahead.
- The designated club rowing leader is always in charge of the skiff during launch/recovery.
- When afloat the cox is the lead person in the boat - please see separate list of cox instructions which should be familiar to all rowers. They are also responsible for the order the boat is entered and left and for the placing and shipping of the oars
- The cox and all rowers must wear life jackets or buoyancy aids as indeed must those assisting from pontoons, jetties or safety boats. As a recommendation a manually activated lifejacket is felt to be best for skiff rowing giving a full range of movement and control over activating the buoyancy.
- The cox and a person on the shore (or rescue boat if applicable) will each have a VHF radio for communication and for emergency use.
- The skiff should have a tow-rope and anchor on board for all sessions.
- For trips involving people under 18years, the trip leader will leave a list of participant's names, contact numbers, anticipated route and return times with an agreed onshore liaison person (this could be a member of the Club, their family or friend). The same stipulations apply to all ages when the skiff is on a longer excursion.

USE OF CLUB EQUIPMENT

Please support us by looking after Club equipment. While it cannot often afford new equipment, the Club checks its equipment regularly and makes every effort to provide safe craft and appropriate associated equipment.

General

- Individual members are responsible for checking equipment borrowed from the Club before use. Any damage or problems should be reported to the Bosun or coach in charge of the activity.
- If Club equipment is used it must be put away tidily after use. Boats should be drained and put away.
- Any damage to equipment must always be reported to the Bosun or coach.

Sailing Dinghies

- Club sailing dinghies can only be used for designated sailing activities/events organised by the Club where a safety boat is on duty or a 'buddy system' (see above) is operating.
- From time to time, dinghies can also be used for continuous personal development of Club instructors/volunteers with the permission of the Committee.

Kayaks

Use of Club Paddlesport Equipment

Including but not limited to kayaks, canoes, sit on top kayaks

- Club paddlesport equipment can only be used for designated paddlesport activities/events organized by the Club.
- From time to time, paddlesport equipment can also be used for continuous personal development of Club instructors/volunteers with the permission of the Committee or Lead Kayaking Instructor.

Rowing – see previous page

Powerboats

- Club powerboats can only be used on designated activities organised by the club and only for race management, training and safety. Any exceptions to this must be agreed by the CBC Committee.
- Club powerboats can only be used by named members of the club who hold appropriate RYA powerboat qualifications or can show appropriate competency and obtain permission from the Committee.
- If required, the RIB may be used by a qualified cox who is a club member to render assistance at sea to a third-party vessel in distress.

USE OF THE CLUB SITE

Eilean Traighte

Craignish Boat Club operates from a beautiful site on Eilean Traighte (Causeway Island) thanks to the kind support of the current and previous owners of the island. Our lease has been granted on the explicit understanding that we 'minimize impact on the existing character of the island'. The Club only leases the area of the island around the boat park and slipway and foreshore at the car park. We have no special rights over adjoining land or foreshore. Members must respect the adjoining ground and must not cause damage or place equipment beyond our leased area.

- Considerate use of the site, mindfulness of the needs of the wider public and the privacy and avoidance of disturbance of neighbouring houses is to be respected.
- The club's use of the island, causeway and car park area is solely for club activities. These include sailing, paddlesports, wind surfing, rowing and swimming. Use of jet skis, water skiing and power boating is not part of the club's activities, and the site will not be used for launching these or similar craft.
- There is limited space for storage on the island and Members wishing to store a boat, kayak or gear here will need committee approval. Space for storage of equipment is limited and will be allocated at the Committee's discretion. It is the owner's responsibility to arrange their boat/kayak insurance for their own craft including third party liability.



Vehicle Access & Parking

The site offers temporary parking for up to ten cars and is accessed off the single-track road running into Ardfern. The road can be busy, and it is essential that the club's use of the site does not create access difficulties, at any time, for other road users and residents. Club events are particularly busy and have made it necessary to establish guidelines regarding site access and parking in order to ensure member safety and to maintain good relations locally.

Vehicle Access & Parking continued

- Club members living on the peninsula are encouraged to walk or cycle to the site, although some members may need to park at the site due to medical or other conditions affecting mobility. Car sharing or lifts is encouraged.
- Access to the parking area is restricted to club members, with access controlled by a locked gate. The Committee will issue key/code as appropriate.
- Site access and the causeway must be kept clear at all times. This to allow emergency and disabled access to the site
- Never park in the Passing Place at the site entrance, nor at Passing Places, roadside verges or driveways along the road.
- No boats or other equipment are to be parked or stored in the car park or on the causeway.
- Overnight parking or long-term parking is not allowed.
- Vehicles may only be taken to the island for specific deliveries or maintenance, or by members with mobility restrictions.
- Prior to Club events the Committee will endeavor to have a member available at the entrance to oversee parking.
- At organised events, the car park is available on a first come, first served basis.
- Additional club parking is available at the village hall (approximately 300 metres from the site) and members with cars will be asked to park there if required to avoid site congestion. The village hall has agreed to allow members to use this facility.

Moorings

The Club has permission to lay a small number of moorings off Eilean Traighte for the use of Club Members. If you are interested in finding out more please contact the Club Membership Secretary.

SUPPORTING THE CLUB, MEMBERSHIP AND VOLUNTEERING

Craignish Boat Club Membership

Our club year runs from 1ST April.

Membership forms can be requested from membership@craignishboatclub.org.uk

Please join our club to help support the work we do and to help us maintain our fleet, pontoon, sheds, slip and surrounding area. Membership fees also cover insurance and contribute to training our volunteers including Instructor Training, Safety Boat Training, Child Protection and First Aid Training.

The Club relies entirely on the goodwill and support of its members and supporters. So far, despite many challenges, things have gone extremely well. Since we were founded in 1991 we have helped to teach 150 children how to sail. In recent years CBC cadets have participated in national school competitions and junior members have participated in national training squads. Craignish Boat Club sailing and kayaking cadets have qualified as RYA Sailing Instructors and SCA Paddlesport Instructors and have returned to assist in the running of the club. The Club's Paddlesports section was Scottish Canoe Association Club of the Year 2016!

In 2014 we moved to our new site on Eilean Traighte, which allowed us to build sheds and racks for the boats, parking, seating and toilets for Members and visitors, and a slipway and pontoon. Over the years we have built up our stock of boats and equipment.

As a community organisation, our activities extend well beyond the water. Each year we hold fundraisers as well as social events like our annual Ceilidh and Prize Giving in the Craignish Village Hall, to which all are welcome.

How you can help

Volunteer

We are always on the lookout for volunteers, for all sort of things. It does not matter if you can sail or kayak, as there are many things we do on land, but if you are interested in improving your skills on the water, we would be happy to advise or help. If you are interested in volunteering please contact any member of the Committee or email the Commodore or Club Secretary. We constantly need to do maintenance on our fleet and the ground site so if you feel you could help out with this we would love to hear from you.

Raise money

We are always fundraising, particularly when we need a new and expensive item like an outboard or a new boat. We have a JustGiving site online where new campaigns can easily be added: <https://www.justgiving.com/craignishboatclub>. This has the additional advantage of attracting Gift Aid over and above donations. If you have an idea for fundraising, please contact us.

Become a Friend

If you would like to make a donation to the Club, please use our 'Friends' link, and if you are a UK taxpayer, we will be able to reclaim Gift Aid, increasing the value of your donation by up to 40%.

CRAIGNISH BOAT CLUB KEY DATES/YEAR PLAN 2023

- CBC Boat Jumble and Car Boot Sale Sat. 9th March @ CVH 10am – 2pm
- CBC Ceilidh Saturday 9th March @ CVH 7pm – midnight
- CBC Open Day and kit swap @ CVH 10th March 12 noon – 2pm
- Skiff Rowing Sessions – most Sundays 10am
- Adult Kayak Trips – Saturdays when weather ok and instructor available
- Pre-season tidy up/ site sort Sunday 24th March
- CBC Memberships due 31st March 2024
- Pre-season Sailing Instructor meet up and safety Boat Refresher 8th & 15th April.
- Kayaking Pool Sessions 7th and 14th April – details to follow
- Pre-season Kayaking Instructor refresher/meet up 17th April
- Sailing Cadets: Mondays 22nd April - 24th June & 19th August – end date tbc
- Kayaking Kids: Wednesdays 24th April - 26th June & 21st August – end date tbc
- Adult Sailing Coaching Sessions: Thursdays 2nd, 9th, 16th and 23rd May, 6-8pm
- Beginner/improver Adult Kayaking coaching sessions: dates tbc
- June Sunday Sailing Racing Series: 2nd, 9th, 16th, 23rd and 30th June, 2-4pm
- Site Tidy up – late September / early October.
- AGM – November
- Ceilidh and Prizegiving – November

All dates are subject to change especially on water sessions as they are dependent on the weather and volunteer availability. Other dates will be confirmed during the year but this gives an idea of what is being planned.

To our many supporters and volunteers – *Thank you!*



CRAIGNISH BOAT CLUB

CRAIGNISH BOAT CLUB CONTACT DETAILS

Commodore	Lizzie Rose	comm@craignishboatclub.org.uk
Secretary	Sarah Birrell	sec@craignishboatclub.org
Treasurer	Jo Leslie	treas@craignishboatclub.org.uk
Membership Sec.	Tania MacCallum	membership@craignishboatclub.org.uk
Welfare Officer	Helen Hampton	welfare@craignishboatclub.org.uk
Adult Sailing	Guy Neville	sailing@craignishboatclub.org.uk
Sailing Cadets	Alex Spence	cadets@craignishboatclub.org.uk
Kayaking	Laura Neville	kayak@craignishboatclub.org.uk
Rowing	Heather Craig/Suzi Fleming	row@craignishboatclub.org.uk

Committee & Officers/Lead Roles 2023

Commodore	Lizzie Rose
Secretary	Sarah Birrell
Treasurer	Jo Leslie
Membership Secretary	Tania MacCallum
Welfare and Child Protection	Helen Hampton
Rowing Captain	Heather Craig and Suzi Fleming
Sailing Cadet Captain	Alex Spence
Adult Sailing Captain	Guy Neville
Kayaking Coordinator	Laura Neville

Bank details: Craignish Boat Club, BoS account 00233206 sort code 80-08-86

Facebook: <https://www.facebook.com/craignishboatclub>

Website: www.craignishboatclub.org.uk

There are inherent risks on the water.

Sailing: Sailors get bumps and bruises on a regular basis. If the head is hit hard by the boom, it can cause serious head injuries. There is a possibility of being trapped underwater by lines/ropes or being stuck under an upturned hull. There is a small risk of drowning and hypothermia. The Club works to reduce these risks by making sure there are instructors on the water, there is always a dedicated safety boat for Cadets, and by continuously assessing weather conditions. Many of the Club's coaches and safety boat crew are certificated but not all. The RYA does not require that helpers are certificated in private members clubs where no payment is taken.

Paddlesports: As with all outdoor sports there are risks. These can include head injuries from paddles, hypothermia and inclement weather. Strong offshore winds may blow a group to the far side of the loch – this is less than 1km and it is possible to walk back via Kintraw. When it is too windy to operate in the main Loch and at high water, it is possible to tuck in on either side of the causeway; Paddlesport Cadets generally operate in sheltered tidal water/sea in winds up to F3. There is no stipulation in the British Canoeing guidelines that club-based, or independent groups, need always to have a qualified person in charge when undertaking paddlesport activities or journeys, however CBC generally adopts the recommended qualifications and recommendations. Where a coach/group leader may not hold the recommended qualifications, they can be approved to operate within guidelines set by the Lead Paddlesport Instructor. The coach/ leader will always carry a first aid kit and appropriate towing system for all activities. Paddlesport Coaching Ratios: At Club coaching sessions the club will operate at a ratio of 1:8 (kayaks)/ 1:6 (open canoes solo) and 1:12 (open canoes tandem), this ratio may be varied with the support of experienced paddlers and the conditions applying. Ratios for trips are set by the group leader(s).

The aim of the coach is always to assist his or her students to achieve a level of proficiency where they can make their own decisions and accept their own risks independently. All CBC coaches and safety boat crew are volunteers, and a list of their relevant qualifications can be obtained by contacting the Committee.

Rowing: The skiff is an inherently stable and seaworthy boat but it is large and heavy. We therefore take care when launching and recovering the boat that the designated club rowing leader is always in charge of the skiff during these times. The oars are long and heavy while they are being moved so we ensure that the cox is responsible for ensuring they are placed and shipped safely. Getting in and out of the boat can potentially carry risk so we ensure that the cox is responsible for ensuring the crew enters and exits the boat safely. Although rowing is energetic and warming we ask people attending rowing sessions to dress appropriately for the conditions, including footwear and clothes that can get wet. We also insist that anyone in the skiff and on the club pontoon has a lifejacket or buoyancy aid on. The skiff is often the only boat on the water so we insist that a person on shore is in attendance and has a vhf radio so that contact can be maintained with the skiff.

Weather Conditions: If conditions are considered unsuitable by the Sailing Cadet Captain, Lead Paddlesport Instructor, Rowing or Sailing Captain, then the session will be cancelled.

Appendix 2

Sailing Instruction for Racing

Club sailing dinghies can be used for racing on a first come first service basis.

Competence

All helms, whatever their age, should be able to leave the shore, sail a triangular course, return to shore and be able to right the boat in the event of a capsize in a safe manner in the prevailing conditions.

Safety

It is always the responsibility of individuals to decide whether or not they are competent to sail in the prevailing conditions. In addition, the Sailing Captain (or the Safety Boat Cox in the absence of the Sailing Captain) can prohibit an individual or group of individuals from sailing at any time. Conditions are sometimes such that only competent and experienced persons can determine what is safe and what is not, or who should venture afloat.

Safety Boat Cover

It must be noted that club members who race dinghies are few in number and tend to be experienced dinghy sailors which is why the club does not always offer manned safety boat cover for this activity. In the event of a manned safety boat not being available a 'buddy system' will be in operation (see below).

Safety 'Buddy System' Cover

There shall always be at least two dinghies on the water at any one time so that one is available to stand by and give assistance if the other should get into difficulties. These craft shall stay in sight of one another at all times and should keep a lookout for the other craft. When the 'buddy system' is in operation a safety boat will be tied to the pontoon, ready to be used by a competent helm, should it be needed.

Rescue

Crews of capsized dinghies must remain with their boats and not try to swim to shore or recover lost gear, or swim to the safety boat. Any helm or crew requiring help or assistance from a rescue must obey the instructions of the Cox. The Cox is authorised to compel racing crews to retire and board the safety boat if required.

Youth Participation

- Under 14s are welcome if they are in a boat with an experienced adult who is responsible for them at all times whilst ashore or afloat, and have their parent/guardian's permission.
- Under 18s can only sail if there is a manned safety boat on the water, this however is at the discretion of the Sailing Captain/Safety Cox. An exception is made for CBC instructors who are aged 16 and over who may be allowed to sail in the event of a safety boat not being available and the 'Buddy System' is in operation, this again is at the discretion of the Sailing Captain/Safety Cox.

- Cadets aged 14 to 18, who sail, or have sailed as a cadet, regularly with CBC on Monday evenings are welcome to sail in single handed boats. However, each child must have a competent adult who is responsible for them at all times on the club site again this is dependent on the discretion of the Sailing Captain/Safety Cox.
- Under 18s who have previously attended cadet sessions and only sailed single-handed boats may only helm/crew two handed boats if they have undergone an introductory course to sailing two handed dinghies including experience of capsizing/righting the boat, are competent sailors and prior to going on the water have the express permission of the Sailing Captain or Safety Boat Cox, whose guidance/decision they must accept.

Handicap Racing Arrangements

- Arrive on site at 1800 for first start at 1830 unless otherwise notified.
- All dinghies will do a mass start.
- Racing course, starting and finishing procedures will be organised on the night by the sailing captain or senior member present.

Handicapping

Craft with a Portsmouth Yardstick may race. In the spirit of inclusiveness, if a craft with no Portsmouth Yardstick wishes to race, the sailing captain or other person designated by the committee will award a number to the craft.

Appendix 3 Craignish Boat Club Code of Conduct

It is the policy of Craignish Boat Club that all participants, coaches, instructors, officials, parents, and volunteers show respect and understanding for each other, treat everyone equally within the context of the sport and conduct themselves in a way that reflects the principles of the club. The aim is for all participants to enjoy their sport, have fun and to improve performance.

Abusive language, swearing, intimidation, aggressive behaviour, or lack of respect for others and their property will not be tolerated and may lead to disciplinary action.

Participants – sailing cadets, kayaking cadets, adult participants

- Listen to and accept what you are asked to do to improve your performance and keep you safe.
- Respect other participants, coaches, instructors, officials, and volunteers
- Abide by the rules and play fairly.
- Do your best at all times.
- Never bully others either in person, by phone, by text or online
- Take care of all property belonging to other participants, the club, or its members

Parents

- Support your child's involvement and help them enjoy their sport.
- Help your child to recognize good performance, not just results.
- Never force your child to take part in sport.
- Never punish or belittle a child for losing or making mistakes.
- Encourage and guide your child to accept responsibility for their own conduct and performance.
- Respect and support the coach.
- Accept officials' judgements and recognize good performance by all participants.
- Use established procedures where there is a genuine concern or dispute.
- Inform the club or event organizers of relevant medical information.
- Ensure that your child wears suitable clothing and has appropriate food and drink.
- Provide contact details and be available when required.
- Take responsibility for your child's safety and conduct in and around the club or event venue.

Coaches, Instructors, Officials and Volunteers, we ask that you:

- Consider the welfare and safety of participants before the development of performance.
- Encourage participants to value their performance and not just results.
- Promote fair play and never condone cheating.
- Ensure that all activities are appropriate to the age, ability and experience of those taking part.
- Build relationships based on mutual trust and respect.
- Work in an open environment
- Avoid unnecessary physical contact with young people.

- Be an excellent role model and display consistently high standards of behaviour and appearance.
- Do not drink alcohol or smoke when working directly with young people.
- Communicate clearly with parents and participants.
- Be aware of any relevant medical information.
- Follow RYA, SCA and club guidelines and policies.
- Holders of RYA/SCA Instructor and Coach qualifications must also comply with the RYA/SCA Code of Conduct
- Holders of RYA Race Official appointments must also comply with the RYA Race Officials Code of Conduct.
- Abide by the club's policies and procedures. Documents are on www.craignishboatclub.org
- Treat people of all ages and abilities with respect and dignity – offensive, discriminatory, or aggressive behavior or language will not be tolerated.
- Understand your role and volunteer for any additional training required to improve your ability to support our policies and procedures, Safeguarding and Safety in particular.
- Report any concerns about a child or young person's welfare to welfare@craignishboatclub.org.uk

If you are concerned that someone is not following the Code of Conduct, you should inform Craignish Boat Club Welfare Officer or the person in charge of the activity.