

ABBOTSFORD 12 FOOT SAILING CLUB  
INCORPORATED

# *Sailing Instructions*



*Established 1936*

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# SAILING INSTRUCTIONS

## 1. GENERAL

These Sailing Instructions are for the purpose of organisation, conduct and judging of the sport of skiff racing by the Abbotsford 12 Foot Sailing Club Incorporated (the Club).

## 2. INTERPRETATION

- (1) Any conflict between instructions, or ambiguity within an instruction shall be interpreted in a manner that fosters the objectives of the Club.
- (2) Unless specifically defined in the Sailing Instructions, terms and principles of interpretation defined or set out in the Constitution shall have the same meanings or application, as the case may be, in the Sailing Instructions.
- (3) From time to time these Sailing Instructions may be referred to as sailing rules or regulations, but such description shall convey no inference or effect whatsoever that the Sailing Instructions form any part of the Rules of the Club (Club Constitution), in terms of the Associations Incorporation Act 2016.
- (4) Any reference in these Sailing Instructions to "skiff" shall be a reference to any craft in every sailing class approved of by the Club.
- (5) Open Class is defined as a centreboard skiff with a single hull.

## 3. RACING RULES

- (1) All racing will be governed by the rules as defined in the current Racing Rules of Sailing (RRS), the Prescriptions and Special Regulations of Yachting Australia Inc and these Sailing Instructions.
- (2) The Rules of the Competing classes will apply except:
  - (a) The Club may conduct races for beginner Sabot and/or Optimist dinghies in addition to the Sailing Program. Race places and sailing times are to be recorded. A point score may be awarded at the discretion of the Committee.
  - (b) Sabot Class age limits may be varied by application in writing to the Sailing Committee. Any such determination will be on a case-by-case basis.
  - (c) Competitors in the Laser class may select any Laser class rig or clone equivalent in any race except where a Laser is entered in the Laser Radial or Laser 4.7 Club Championship, only a sail of that size may be used in Championship heats. All Laser classes are eligible for the Club Laser Championship in accordance with Sailing Instruction 27.
  - (d) Notice of rig substitution is to be lodged with the Race Officer prior to the race start to enable consideration of handicap adjustment, if required, based on Y.A. yardstick. Laser competitors must use approved laser class or equivalent sails of the following sizes: standard rig 7.06<sup>m</sup>2 (75.99321<sup>f</sup>2), radial rig 5.7<sup>m</sup>2 (61.3543<sup>f</sup>2), 4.7 rig 4.7<sup>m</sup>2 (50.5904<sup>f</sup>2)
  - (e) Laser class competitors may use Laser Class clone equipment in all Club events at the discretion of the sailing committee.
  - (f) There are no restrictions on sail area for 12 Foot Skiffs.
- (3) These Sailing Instructions shall take precedence over any class association rule, regulation etc.

## 4. RESPONSIBILITY

- (1) All those taking part in Club races and activities do so at their own risk and responsibility.
- (2) The Club is not responsible for the seaworthiness of a skiff whose entry is accepted or the sufficiency or adequacy of its equipment or the competence of its crew.
- (3) The Club reserves the right to refuse an entry.
- (4) Attention is drawn to RRS Rule 4. DECISION TO RACE: "The responsibility for a boat's decision to participate in a race or to continue racing is hers alone."

## 5. ENTRIES FOR RACES

- (1) Only financial members of Abbotsford 12ft Sailing Club are eligible to register boats.

- (2) All skiffs registered with A12SC, including Club boats where a season lease has been paid prior to racing, shall be deemed entered for all Club events.
- (3) To be eligible to compete in any Club events the following criteria must be complied with:
  - (a) No person shall compete in any Club event as a skipper unless that person is a financial member of the Club, excepting that any person who is a nominee for membership of the club may compete until determination of the nomination.
  - (b) No person shall compete in more than three Club events as crew unless that person is a financial member of the Club, excepting that any person who is a nominee for membership of the Club may compete until determination of the nomination by the committee.
  - (c) Visiting boats may compete by invitation up to 3 times per season. The skiff shall not be eligible for any points or trophies that may apply to the race(s).
  - (d) In the case of crew's trophy, the points and or trophy as applicable shall be awarded to the first skiff to finish in which the crew is a financial member.
  - (e) If a skiff appears at the start line with any skipper other than the skipper nomination in terms of Sailing Instruction 23, such skiff shall start from the scratch mark.

## **6. REGISTRATION OF SKIFFS INCLUDING FEES**

Before a skiff can compete in any club event (except where a skiff is competing by invitation) it must comply with these Sailing Instructions and become registered with the Club by having: -

- (a) Its name and its identifying insignia and or number notified to the class co-ordinator.
- (b) A completed safety checklist form signed off by the skiff's class coordinator.
- (c) Lodged with the Honorary Treasurer the prescribed skiff registration fee.

## **7. MEASUREMENT OF COMPETING SKIFFS**

- (1) Before competing in any Club race, a skiff's measurements may be ascertained by the class coordinator. If the skiff does not comply with the requirements of its class, it shall not compete until it does comply or a resolution permitting it to do so is carried at a Sailing Committee Meeting.
- (2) The measurement rules of each class shall be those currently in use by their respective class associations. Club owned boats do not need to comply.
- (3) The Race Officer or his/her designate may inspect a skiff or equipment at any time for compliance with the class rules and sailing instructions.

## **8. IDENTIFICATION SIGNS**

Before a skiff competes in any Club race it shall have its registered sail insignia or number attached to both sides of its mainsail and its registered name and the letters "A.12 S.C." applied to its hull in accordance with Racing Rules Appendix G1

## **9. NOTICES TO COMPETITORS**

Notices to competitors will be posted on the official notice board located within the Clubhouse.

## **10. ALTERATIONS TO SAILING INSTRUCTIONS**

- (1) To alter these Sailing Instructions a notice of motion must be presented at a Sailing Committee meeting with at least one week's notice being given. A three-quarters majority of members voting at the meeting is required for the alteration to take effect. If such a motion is defeated, the same motion cannot be moved again in less than 8 weeks.
- (2) Excepting where changes are made in the interests of safety or for fair sailing or to comply with the requirements of a statutory body, any change to the Club's Courses or Sailing Instructions will not take effect until the beginning of the next full sailing season after the adoption of the change by the Club.
- (3) Any change to the Sailing Instructions in accordance with the above, will be posted before 1200 on the day it will take effect.

## **11. SIGNALS MADE ASHORE**

Signals made ashore will be displayed at the race official's room in the clubhouse.

When flag AP is displayed ashore, '1 minute' is replaced with 'not less than 20 minutes'.

## 12. CLASS FLAGS

12ft skiff / Cherub / Open	Black 12 on yellow background
Sabot and Optimist	Sabot Class insignia
Laser	Class insignia
420	Class insignia

In the event that multiple classes are started as one fleet the 12' skiff class flag shall be used.

## 13. RACING AREAS

Courses are sailed on Parramatta River between Gladesville Bridge and Putney Point.

## 14. COURSES

- (1) Courses for each class shall be approved by the committee prior to the commencement of the season and shall form part of these Sailing Instructions.

Any amendments to courses should be completed prior to the commencement of the sailing season with one week's notice being given of any proposed motion for course alteration. Any amendments during the season are only permitted in the interests of safety, fair sailing or to comply with the requirements of a statutory authority.

- (2) A list of Club courses shall be displayed on the Club notice board.

Long Courses 1- 4 (&5 for 12ft skiffs) are for Club Championship and Long Point Score races.

Short Courses 5(S) – 8(S) are for Short Course Series races.

Class Course sheets are available at the clubhouse after registration day.

- (3) No later than the warning signal, the course to be sailed will be displayed.

- (4) **Shorten course.** In the event of adverse (unfavourable or harmful) weather conditions, the RO may elect to shorten course in accordance with RRS 32.1.

If the Race Committee signals shorten course by displaying flag S on an official vessel adjacent to a mark of the course, boats shall round that mark as designated in the course sheet and proceed directly to the usual finish line. A class flag may also be displayed to indicate a specific class to which the shortened course refers. No individual class flag displayed indicates that all class courses have been shortened.

## 15. MARKS

- (1) Marks will be a yellow buoy displaying a yellow flag with a black 12, except that Glades Bay (mark 7) and Putney (mark 9) will be orange posts. Note these two marks are shared with the Parramatta River Yacht Club.
- (2) In the event of a mark being missing or shifted, the Race Officer shall, where possible, have it replaced in the correct position by a similar or substitute mark. If replacement is not possible the race may be resailed, in accordance with RRS Rule 36

## 16. AREAS THAT ARE OBSTRUCTION

Skiffs shall not pass between any boat on a permanent mooring and the nearest shore.

## 17. STARTING RACES

The competing skiffs shall be under the control of the starter from the hoisting of the warning signal for their class.

- (1) Races will be started in accordance with RRS 26. Rule 30.1 applies.
- (2) Unless otherwise determined by the Sailing Committee or the Race Officer, the signals for starting Club events shall be displayed from the starting vessel.
- (3) The starting line will be:  
Between a flag on the veranda of the clubhouse and a white post on the northern side of the river **or**  
Between a club mark at the port end of the line and an orange flag displayed on the committee boat
- (4) Skiffs whose warning signal has not been made shall avoid the starting area.
- (5) A skiff starting later than 10 minutes after her starting signal in a long course race will be scored Did Not Compete (DNC). A skiff starting later than 5 minutes after her starting signal in a short course race will be scored DNC.
- (6) If only one skiff arrives to start a race, the starter must start that skiff and the race shall be valid.
- (7) Any skiff not starting in accordance with the Sailing Instructions shall be declared a non-starter.

## 18. FINISHING RACES

- (1) The finishing line for all classes shall be between the Eastern end of the Race Official's room in the Clubhouse and the designated white post on the shore to the North.  
For Short course racing – the finish line shall be between the blue “on station” flag displayed on the committee boat and a club mark on the port side of the boat.
- (2) The finisher shall decide the order in which the competing skiffs cross the finishing line and record exact times.
- (3) A skiff shall have finished as soon as any part of its hull, crew or equipment, in its normal position, crosses the finishing line.
- (4) In the case of only one skiff starting, the Race Officer shall have the power to declare such skiff a winner when he/she considers the skiff has covered sufficient distance of the course.
- (5) If any person volunteers to act as a race official, the race shall not on that account be declared null and void if all members competing obey the instructions of the volunteer official throughout the race.
- (6) Results are provisional until announced and accepted as soon as practicable after the last boat finishes the last race.
- (7) Any challenge to the accuracy of the results or the eligibility of a skipper or crew to compete shall be notified via the protest process and resolved prior to the acceptance of the result of that day's racing.
- (8) For Open Class skiffs, finishing times and results are to be determined by adjusting each skiff's actual finish time by the vessel's yardstick. To calculate the adjustment multiply the sailing time (in seconds) with each skiff's YA handicap, and divide by 114. Both the actual finish time and the adjusted finish time will be recorded. If no published yardstick can be located for a design of skiff, the Open coordinator, in consultation with the class, shall agree to a club-based yardstick for the skiff using whatever information is available.

## 19. TIME LIMITS

For Club Championship and Point Score races:

- A time limit of 180 minutes applies for all classes.
- Skiffs failing to finish within 45 minutes after the first boat finishes, or within the time limit which ever is later, will be scored Did Not Finish.
- In the event of no skiff finishing within the time limit, the race will not be re-sailed unless it is a heat of the Club Championship.

For Short Course races:

- A time limit of 90 minutes applies for all classes.
- Skiffs failing to finish within 20 minutes after the first boat finishes, or within the time limit, whichever is later, will be scored Did Not Finish.
- In the event of no skiff finishing within the time limit, the race will not be re-sailed.

## 20. PROTESTS AND REQUESTS FOR REDRESS

Protest forms are available at the Race Officials room.

Protests shall be delivered to the RO or the Race Finisher within 90 minutes of the last boat finishing in the final race for the class on the day, accompanied by a fee of 5 dollars. This fee may be refunded if the protest is considered valid. Decisions of the protest committee will be final.

## 21. SCORING

- (1) Points for Club Point Score shall be allocated according to RRS Rule A4.1 Low Point System.
- (2) Points for Club Championship shall be allocated according to RRS Rule A4 Bonus Point System.
- (3) A boat that did not compete (DNC) shall be awarded points one more than the class fleet size set by the sailing committee after registration day and before the first Point Score race.
- (4) A boat that did not finish (DNF), retired after finishing (RET), or was disqualified (DSQ) shall be given points one more than the number of starters in that race.

## 22. HANDICAP LIMITS

12' skiffs and Cherubs	40 minutes
Laser, Laser Radial and Laser 4.7	25 minutes
Sabot 1-ups, Sabot 2-ups, Optimists	30 minutes
Open Class	30 minutes

For Short Course races the handicap limit will be 50% of the above Long Course handicap limits.

## 23. HANDICAPPING

The method of handicapping Club races shall be as follows:

- (1) The class Handicap Committee comprising a minimum of 3 financial members shall, by taking into consideration the performance of skiffs and their relevant skippers in past races in this or any other club, and all other relevant details, allocate handicaps for each registered skiff for its first point score race of the season, subject to the following: -
  - (a) Any new skiff (i.e. any skiff newly built and having no known race history) shall automatically be allocated a handicap of scratch for its first point score race. This handicap may vary for subsequent races in accordance with Clause 23(2) and will be reviewed after three races in accordance with Clause 23(2)(b).
  - (b) If a skiff changes her skipper in accordance with clause 5(3), the class Handicap Committee shall, after taking into account all relevant information, review the skiff's handicap. Boats with shared crews are exempt.
- (2) The handicap Committee shall reconsider the handicaps of:-
  - (a) Any boat with a change of skipper and/or any laser with a change of sail size.
  - (b) Every skiff after starting and finishing in its first three point score races of the season.
  - (c) Every skiff in a class, if requested by more than 50% of the skippers of registered skiffs in that class.The decisions of the handicap committee shall be recorded on the handicap record form.
- (3) After every Long Season Point Score race all skiffs which started in that event shall be handicapped for the next race in the following manner:-
  - (a) Three minutes shall be deducted from the handicap of the winning skiff.
  - (b) Two minutes shall be deducted from the handicap of the second skiff.
  - (c) One minute shall be deducted from the handicap of the third skiff.
  - (d) On the third and subsequent wins for any skiff, the skiff shall receive a penalty of four (4) minutes.If the application of penalties as set out above, reduces the handicap of any skiff to figures less than zero, the skiff with the lowest figure shall be placed on zero (scratch) and the handicaps of all other skiffs shall be adjusted by that figure.
- (4) Where a skiff's crew is performing their roster duty for support boats in accordance with Sailing Instruction 28, that skiff shall receive any increment in handicap that may occur on that day. In the event of a sailor volunteering to do an additional roster duty out of necessity for competitor safety (i.e. not enough support crew available as determined by the Race Officer) the same rule shall apply.
- (5) A handicap result for the Open class is calculated by applying Sailing Instruction 23 to the yardstick adjusted result in accordance with Clause 18(8).
- (6) Handicaps for the first Short Course race of the season shall be 50% of the Long Course handicap. All starters in a Short Course race shall be handicapped for the next Short Course race as follows: 1.5 minutes deducted for a win, 1 minute deducted for second place, 0.5 minute deducted for third place.

## 24. POINT SCORE

- (1) All races for all classes shall be Point Score races, excluding short course and social events as indicated on the sailing programme.
- (2) Throughout each season there shall be conducted at least 13, but no more than 23 Point Score races. For the short course series there will at least 10 and no more than 14 race days.
- (3) Abandoned Point Score races will not be re-sailed unless the race is a heat of the Club Championship.
- (4) Each boat's tally for the Point Score will be the best results from a specified number of races adopted by the Sailing Committee before the first race of the season.
- (5) The number of entries for the series is to be determined by the Class committee and endorsed by the Sailing Committee before the first race of the season.

- (6) The Sailing Committee may conduct series Point Score races in addition to the Season Point Score.
- (7) A junior Point Score for 12 Foot Skiffs and Lasers may be held subject to:
  - (a) A minimum of three junior skiffs (i.e. a skiff skippered by a member under 21 years of age at the beginning of the season) must be on the Club register prior to the third heat of the Club Championship.
  - (b) To win the junior point score such junior skiff must have competed in at least 70 per cent of the Point Score races of the season.
- (8) Additional discards will be given to compensate boats when on roster duty for race management. A boat that races on its roster day will be recorded as DNC.

## **25. CLUB CHAMPIONSHIP**

- (1) The Club Championship shall be decided over seven heats. Points shall be counted for each skiff's best six results.
- (2) An average of three or more starters, taken over all heats sailed during the season, shall be required for each Class Championship to be valid. Should this average not be attained, then no Club Championship for that class shall be declared. However, for junior classes that fail to achieve an average of three starters a Club Championship may be awarded if the Sailing Committee is satisfied that genuine competition existed.
- (3) A junior Club Championship for 12 Foot Skiffs and Lasers may be held subject to:
  - (a) A minimum of three junior skiffs (i.e. a skiff skippered by a member under 21 years of age at the beginning of the season) must be on the Club register prior to the third heat of the Club Championship.
  - (b) To win the junior Championship such junior skiff must finish in at least four heats.
- (4) Laser Radial Club Championship may be held subject to Sailing Instruction 25(2). Competitors are also eligible for the Club Laser Championship.
- (5) Laser 4.7 Club Championship may be held subject to Sailing Instruction 25(2). Competitors are also eligible for the Club Laser Championship and Laser Radial Championship.
- (6) Open Championship may be held subject to Sailing Instruction 25(2). The finishing places of skiffs in open class championship races will be determined from the skiff's yardstick adjusted finishing times (see SI 18(b)).

## **26. SAFETY REGULATIONS**

- (1) All skippers are required to Sign on and Sign off at the Clubhouse. Failure to sign off within 90 minutes of the last boat finishing may result in disqualification.
- (2) Any skiff that retires from a race shall notify the Race Officer or Race Finisher as soon as possible.
- (3) Personal buoyancy shall be worn as per legislation and class association requirements.
- (4) Any skiff that is directed back to shore by club support crew or other persons is deemed to have retired from all racing on that day

## **27. REPLACEMENT OF CREW OR EQUIPMENT**

- (1) No replacement of crew is permitted during a race.
- (2) Another club member can substitute as skipper or crew provided written notice is given to the Race Officer at least 1-hour prior to the start of the race
- (3) At least 1-hour written notice is to be given to the Race Officer prior to the use of any substitute sail of a differing sail number or insignia.
- (4) Boats with unidentified changes to skipper or sail will be classified as a Visitor.

## **28. SUPPORT BOATS**

A roster of members will be organized to provide race management support and operation of support boats. The Race Officer may postpone or abandon racing if insufficient support craft are available to support the racing fleet in accordance with Sailing Instruction 30.

Competitors may provide additional support boats with the understanding that they may be called upon to assist when required.



## 29. TRAINING

The provision of instruction or training whilst racing shall be permitted for all classes in all races except Club Championship heats and such coaching is subject to the direction of the Club Training Co-ordinator.

## 30. ADVERSE WEATHER CONDITIONS

- (1) The Race Officer shall postpone the start of any race if there are insufficient adequately manned support boats on the water, giving due consideration to actual and forecast weather conditions and the number and skill level of the sailors offering to start
- (2) The Race Officer shall shorten courses or abandon races for the day in circumstances where the actual or forecast weather conditions indicate that conditions may become unsuitable for racing. The Race Officer shall also take into consideration class specific rules in regards to racing and adverse weather.
- (3) Competitors should note Sailing Instruction 4 (Responsibility)

## 31. PRIZES

Prizes may be awarded at the discretion of the management committee.

## 32. DISCLAIMER OF LIABILITY

Competitors participate entirely at their own risk. See RRS 4, Decision to Race.

A12SC will not accept any liability for material damage or personal injury or death sustained in conjunction with or prior to, during, or after any sailing activities.

Competitors are referred to the Abbotsford 12 foot Sailing Club **Risk Warning**.

## 33. INSURANCE

- (1) Participants in sailing activities are not covered by A12SC insurance for:
  - (a) Loss or injury they may sustain while participating in sailing activities.
  - (b) Damage to persons or property suffered by third parties caused by the participant.
- (2) Each participating boat must be insured with valid third-party liability insurance with a minimum cover of \$10,000,000. A competitor must provide evidence of insurance if requested to do so by the Sailing Committee. Competitors may be required to confirm they have insurance when signing on for a race.