Sailing Instructions

INTERNATIONAL TOPPER CLASS ASSOCIATION (GBR)

GJW*Direct*
National Series 5
Carsington SC
8th/9th June 2019

Version 1
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The organising authority is Carsington SC in conjunction with ITCA (GBR)

1 Rules

1.1 The event will be governed by the rules as defined in the Racing Rules of Sailing.

1.2 The International Topper Class Rules and ITCA (GBR) Prescriptions also apply. [DP]

1.3 The local rules that apply are set out in Appendix B. [NP][DP]

1.4 Competitors should note that ITCA (GBR) implements the RYA Racing Charter and that they are required to sail in compliance with the Charter, which can be found at the front of the RYA rule book *The Racing Rules of Sailing 2017 – 2020* or at http://www.rya.org.uk/racing/Pages/RacingCharter.aspx. [NP][DP]

1.5 Competitors and supporters shall comply with any reasonable request from an event official. [NP][DP]

1.6 In all rules governing this event:

a. A boat may not protest another boat or request redress for any breach of a rule marked [NP]. This changes RRS 60.1.

b. For breaches of rules marked [SP] the race committee may apply a standard penalty without a hearing. This changes RRS 63.1 and A5.

c. For rules marked [DP] the penalty for each breach is at the discretion of the protest committee. This changes RRS 64.1.

1.7 In case of conflict with the Notice of Race these Sailing Instructions shall prevail. This changes RRS 63.7.

2 Notices to Competitors

2.1 Notices to competitors will be posted on the official notice board located in the clubhouse.

2.2 A briefing for **all competitors** will be held at **10:30** on Saturday on the patio on the water side of the clubhouse (or inside the clubhouse if wet). This will be followed by a supplementary briefing for **4.2 competitors** in the Training room. There will be a further briefing for 4.2 competitors at 09:30 on Sunday morning, again in the Training room.

2.3 Communication with competitors (including BFD notification under RRS 30.4 and Rule 42 penalty signalling under RRS P1) will be by championship number. This changes rule 30.4

3 Changes to Sailing Instructions

3.1 Any change to the sailing instructions will be posted at least two hours before the scheduled start time on the day it will take effect, except that any change to the schedule of races will be posted by 18:00 or the end of the latest protest time limit (whichever is the later) on the day before it will take effect.

4 Signals made Ashore

4.1 Signals made ashore will be displayed from the flagpole on the patio on the water side of the clubhouse.

4.2 Flag AP displayed ashore means that launching has been postponed. Launching will commence shortly after AP is removed, unless at that time launching is postponed again or racing is abandoned. This changes Race Signal AP in the RRS.

4.3 Boats shall not go afloat until flag D is displayed ashore with one sound signal (launch signal). The first warning signal for the next scheduled race will not be made until all boats that launched promptly after the launch signal have had sufficient time to sail directly to the starting area. [NP][DP]

4.4 If one or more class or flight flags are displayed beneath a visual signal the relevant signal applies only to those classes or flights. This changes the preamble to Race Signals in the RRS.

5 Schedule of Races

5.1 Racing is scheduled for both classes on both the Saturday and the Sunday.

5.2 The scheduled time of the warning signal for the first start of the first race of each day is as follows:

Day	*5.3 class*	*4.2 class*
Saturday	11:55	11:55
Sunday	10:25	10:25

5.3 To alert boats that a race or sequence of races will begin soon, the orange starting line flag will be displayed on the race committee signal vessel with one or more sound signals at least five minutes before a warning signal is made.

5.4 On the last day of the event no starting signal will be made after 14:30, unless fewer than four races have been completed for a class by this time in which case this time limit is extended to 15:30 for that class.

Format of Racing - 5.3 class

5.5 Up to six races will be sailed over the two days, with three races scheduled for each day. However, up to four races may be sailed on either day if the race committee so decides [NP]. Races will normally be sailed back-to-back. Boats should remain in the race area until the race committee signals either "no more racing today" (AP over A, or N over A) or "further signals ashore" (AP over H, or N over H).

5.6 The race committee may split the entry into flights. When the entry is divided into four flights races will be started as follows, with the warning signal for the second start being made not less than 1 minute after the first start.

Race	1st Start	2nd Start
1	Yellow & Blue	Red & White
2	Yellow &Red	Blue & White
3	Yellow &White	Blue & Red
4	White & Red	Blue & Yellow
5	White & Blue	Red & Yellow
6	Red & Blue	White & Yellow

5.7 If a race is abandoned on the water for any reason (flag N displayed on the race committee signal vessel) all subsequent races are postponed until the abandoned race has been resailed and completed.

Format of Racing - 4.2 class

5.8 It is intended that up to ten races will be sailed over the two days. Races on each day will be sailed back-to-back but there may be a break for lunch.

6 Class / Flight Flags and Boat Pennants

6.1 The class flag for the **5.3 class** will be flag T. However, when the fleet is divided into flights, the class flag for each flight will be a flag whose colour corresponds to the flight colour.

6.2 If the **5.3 class** is split into flights, each boat shall, while racing, display from the top of her mast a coloured pennant corresponding to her flight colour (available from the race office). [NP][DP]

6.3 The class flag for the **4.2 class** will be flag T defaced with "4.2".

7 Racing Areas

7.1 The racing area for each class on each day will be posted on the official noticeboard.

8 The Courses

8.1 For the **5.3 class**, the diagram in the **5.3 Course Card 2018/19** shows the courses to be sailed, including the order in which the marks are to be passed and the side on which each mark is to be left. The number of beats to be sailed will be displayed on a board on the race committee signal vessel from no later than the warning signal until at the least the starting signal for each start.

8.2 For the **4.2 class**, the diagram in the **4.2 Course Card 2018/19** shows the courses to be sailed, including the order in which the marks are to be passed and the side on which each mark is to be left. The designation of the course to be sailed will be displayed on a board on the race committee signal vessel from no later than the warning signal until at least the starting signal.

8.3 No later than the warning signal, the race committee signal vessel may display the approximate compass bearing of the first leg.

8.4 When one of two gate marks is missing then the remaining mark shall be left to port.

9 Marks

9.1 For the **5.3 class**, all marks will be orange inflatable pillar buoys. Mark 2 may have a sponsors' banner; mark 5 may have a blue band.

9.2 For the **4.2 class,** marks 1 and 2 will be dark orange inflatable pillar buoys and all other marks will be dark orange inflatable dumpy buoys. Mark 2 may have a sponsors' banner.

10 Areas that are obstructions

10.1 A vessel in close attendance to a boat, vessel or person in difficulty is an obstruction.

11 The Start

11.1 The starting line will be between the mast displaying an orange flag on the committee vessel at the starboard end of the line and at the port end either:

- a mast displaying an orange flag on a committee vessel, or
- the course side of a buoy with an orange flag.

11.2 If a buoy with an orange flag is used, the race committee may position a vessel outside the port end of the starting line. When that vessel is in position or manoeuvring to hold position, a boat that touches it shall take a one-turn penalty as described in RRS 44.2.

11.3 Boats whose warning signal has not been made shall keep clear of the starting area during the starting sequence for other races and flights. [NP][DP]

11.4 A boat that starts more than 4 minutes after her starting signal will be scored 'Did Not Start' without a hearing. This changes RRS A4.

11.5 If a start under RRS 30.4 (Black Flag Rule) is recalled or abandoned after the starting signal, the championship numbers of the boats that have been disqualified from the race under that rule will be displayed on the race committee signal vessel for a minimum of 3 minutes before the next warning signal. A repeated sound signal will be made as the numbers are first displayed. (Competitors are reminded that any boat so notified must not sail in any restart or resail of that race - see RRS 30.4). This changes rule 30.4

12 Change of the Next Leg of the Course

12.1 To change the next leg of the course, the race committee will move the original mark, or the gate, or the finishing line, to a new position.

12.2 The requirement to signal a change of course in accordance with RRS 33 does not apply if the race committee changes the angle of the next leg of the course by no more than plus or minus 10 degrees and/or extends or shortens its length by no more than 100 metres. This changes RRS 33.

13 The Finish

13.1 The finishing line will be between the mast displaying a BLUE flag on the committee vessel at the port end of the line and at the starboard end either:

- a mast displaying a BLUE flag on a committee vessel, or
- the course side of a buoy with a BLUE flag.

13.2 Boats finishing should make every effort to show the championship number on their sail clearly to the committee vessel(s).

13.3 After finishing and clearing the finishing line, boats shall keep clear of the finishing area and of all boats not yet finished. [NP][DP]

13.4 Boats re-crossing the finish line in the direction of the course from the last mark may be scored for their final crossing.

13.5 In addition to the procedure for shortening course in RRS 32, the race committee may also award a finishing position to a boat that is still racing by displaying to her from a committee vessel (which may be in motion) flag W with one sound signal. A boat so notified is no longer required to sail the course (changing RRS 28.1), shall stop racing and shall return to the starting area, or return ashore if there is no more racing. A boat's finishing position under this sailing instruction will be the position she would have received had she sailed the course and finished within any time limit, without gaining or losing any place. However, when two or more boats that are overlapped are notified, they will be scored as if they were tied. [NP]

14 Policing of Rule 42

14.1 Appendix P (Special Procedures for Rule 42) will apply as changed by instruction 14.2.

14.2 RRS P2.3 will not apply and RRS P2.2 is changed so that it will apply to any penalty after the first one.

15 Time Limits and Target Times [NP]

15.1 The target time, Mark 1 time limit and overall time limit for each class are as follows:

	5.3 class	*4.2 class*
Target time	40 minutes	30 minutes
Mark 1 time limit	30 minutes	20 minutes
Overall time limit	80 minutes	60 minutes

15.2 If no boat has passed Mark 1 within the Mark 1 time limit the race will be abandoned.

15.3 If no boat finishes within the overall time limit the race will be abandoned.

16 Exoneration Penalties, Advisory Hearings and Declarations

16.1 The Exoneration Penalty and the RYA Arbitration procedure of the RYA Rules Disputes Procedures will be available. See Annex A – Exoneration Penalty and RYA Arbitration for details.

16.2 A boat that retires before or after finishing, or takes a one-turn or two-turn penalty under RRS 44.1, shall record the details on a declaration form at the tally board before the end of tally time. [NP][DP]

17 Protests and Requests for Redress

17.1 Boats intending to protest or request redress for an incident on the race course shall inform one of the race committee finish vessels at the end of the finish line as they finish the race, or promptly thereafter. If they do not finish the race they shall inform either a jury vessel or a support vessel as soon as practicable after they retire. This adds to the requirements of RRS 61.1 for a protest or request for redress to be valid.

17.2 Protests forms are available at the race office. Protests and requests for redress or reopening shall be delivered there within the protest time limit.

17.3 The protest time limit for each class will be 30 minutes after the last competitor in that class comes ashore promptly after the last race of the day. This time limit is extended by 15 minutes for a protest by the race committee or protest committee concerning an incident they observed in the racing area.

17.4 A notice will be posted no later than 15 minutes after the last protest time limit on each day to inform competitors of hearings in which they are parties or named as witnesses. This is the notification required by RRS 61.1(b) and 63.2. Advisory hearings, arbitration hearings and protest hearings may begin without a notice and within protest time when the parties are available.

17.5 On the last day of the event a request for re-opening a hearing shall be delivered:

a. within the protest time limit if the party requesting re-opening was informed of the decision on the previous day;
b. no later than 15 minutes after the party requesting re-opening was informed of the decision on that day.

This changes RRS 66.

17.6 On the last day of the event a request for redress based on a protest committee decision shall be delivered no later than 15 minutes after the decision was posted. This changes RRS 62.2.

18 Outside help

18.1 RRS 41(a) is changed to allow help to recover after a capsize from the race committee or registered support vessels.

18.2 No boat shall be towed by any support vessel at any time whilst afloat, unless the boat is disabled or permission has been given by the course safety lead or race officer. This includes towing to or from the race area. [DP]

19 Scoring

19.1 The event will be scored by Appendix A, low point system, except as amended below.

19.2 Ties on total points will be broken by RRS A8 only for the purposes of awarding trophies and prizes, in which case RRS A8.2 will be applied (if necessary) by reference to those races only in which the tied boats sailed against each other.

19.3 The event will be valid for a class if one race is completed and scored for that class.

19.4 A boat's series score will be the total of her race scores excluding her worst race scores as follows:
   a. When three or fewer races have been completed, no race score will be excluded.
   b. When four to eight races have been completed, one race score will be excluded.
   c. When nine or more races have been completed, two race scores will be excluded.

19.5 When the entry is divided into flights:
   a. Each start in a race will be scored by Appendix A, low point system (as here amended). The scores from each start will be combined to produce the results of the race (so that there will be two firsts, two seconds, etc). These are not ties and will not be broken by RRS A7.
   b. When one or more starts is postponed, recalled or abandoned, the race will not be completed and scored for any boat until at least one boat in each start has started, sailed the course in compliance with RRS 28, and finished within the time limit, and the race has not subsequently been abandoned.
   c. In RRS A4.2 (Scoring) the words "the number of boats entered in the series" are deleted and replaced with "the largest number of boats assigned to start together in the race".

20 Safety [NP][SP][DP]

20.1 Each competitor shall wear a personal flotation device of at least CE 50 Newton standard or equivalent at all times when afloat, except briefly while changing or adjusting clothing or personal equipment. This changes RRS 40.

20.2 When a member of the race committee or its designated official considers that a boat, its equipment or a competitor may not be adequate for the current or expected conditions, or for any other reason associated with safety, he or she may stop the boat launching, or require it to return ashore, or go to a designated location.

20.3 Boats and competitors shall comply with all reasonable support vessel crew instructions.

20.4 A boat that retires from racing shall notify a support vessel before leaving the race area, or if that is not possible, shall notify the race office as soon as possible after returning ashore.

20.5 The launching trolley of each boat shall have a tag attached to the handle clearly identifying the championship number of the boat.

20.6 A fixed loop shall be formed in the longer end of the bow line of each boat to facilitate towing. The longer length of the bow line shall not be fixed or tied in a way that means it is not immediately detachable to facilitate towing. The penalty for breaking this instruction is 10% (rounded up) of the number of boats in her last race of the day added to her score without a hearing.

21 Tallying [NP][SP]

21.1 Each competitor shall, in person, tally out before launching, and tally in on returning ashore.

21.2 The time for a boat to tally out ends when the boat is launched. The penalty for failing to tally out is 10% (rounded up) of the number of boats in her first race of the day, added to her score without a hearing.

21.3 A boat that fails to tally out must request and receive permission to remain afloat from a safety official before starting any race. A boat in this situation that starts a race before receiving such permission will be scored DNC for that race without a hearing. This changes RRS 35 and A4.

21.4 The time for a boat to tally in finishes ten minutes after the last boat in her class is ashore. The penalty for failing to tally in is 10% (rounded up) of the number of boats in her last race of the day, added to her score, without a hearing.

21.5 If a competitor fails to tally in or out three times at an event, on the third time the penalty will be DSQ from the race concerned without a hearing.

21.6 An announcement will be made when boats may tally out.

22 Equipment Restrictions [DP]

22.1 Each boat shall use only one sail during the event, except that in the case of damage that it is impossible to repair in time for a race, the race committee may authorise the use of an alternative sail in one or more races. Such authorisation shall be sought at the first reasonable opportunity, ideally before the alternative sail is used.

22.2 No boat shall have a video camera on board whilst racing without the prior authorisation of the race committee.

23 Advertising [NP][DP]

23.1 When any event sponsor's promotional material is issued at registration, competitors shall make every reasonable effort to display it on their boats and sails throughout the event, as directed at registration.

23.2 Any individual caught stealing sponsor promotional items, e.g. flags, banners, prizes, shall be deemed to have committed a breach of good manners and may be subject to a hearing under RRS 69.

24 Support Person and Safety Fleet Rules [NP][DP]

24.1 Except when necessary in the interests of safety, or when expressly asked to do so by a member of the race committee or safety team, no support person on board a vessel that is not registered as part of the safety fleet shall provide help or assistance to a boat or competitor at any time while afloat. This changes rule 41.

24.2 Except when necessary in the interests of safety, no vessel that is under the control of a support person but is not registered as part of the safety fleet shall cause undue wash, interfere with the work of any race committee or other official vessel, or be positioned anywhere within 100m of the race course at any time (or within 200m if proceeding at more than 5 knots).

24.3 All vessels and drivers that wish to be part of the safety fleet shall register with the organising authority before going afloat. The organising authority may decline to register any vessel or driver that they consider to be unsuitable or that fails to meet the requirements listed in the current ITCA (GBR) Safety Operating Procedures Manual.

24.4 All registered safety vessels and their crews shall undertake the duties assigned to them by the relevant course safety leader (CSL) at all times.

24.5 Except when necessary to fulfil its designated safety duties, no registered safety vessel shall cause undue wash, interfere with the work of any race committee or other official vessel, or be positioned:

a. closer than 50m to any boat that is racing (and no closer than 150m if the vessel is motoring at more than 5 knots)
b. between any boat that is racing and the next mark of the course
c. within 50m of the starting line and marks from the time of the preparatory signal until all boats have left the starting area, or the race committee signals a postponement, general recall or abandonment
d. within 50m of any mark of the course when boats are in the vicinity of that mark
e. within 50m of the finishing line and marks while boats are finishing.

24.6 All persons onboard registered safety vessels shall wear a personal floatation device at all times while afloat, except briefly whilst changing or adjusting clothing or personal equipment.

24.7 Drivers shall wear a kill cord at all times when an engine is running.

25 Waste

25.1 Rubbish may be placed aboard support and race committee vessels.

26 Radio Communications

26.1 A boat shall neither make radio transmissions while racing nor receive radio communications not available to all boats. This restriction also applies to mobile telephones.

27 Prizes

27.1 Prizes will be awarded at the conclusion of the event at the discretion of ITCA (GBR), the host club and the event sponsor(s).

28 Risk Statement

28.1 **Rule 4 of the Racing Rules of Sailing states: "The responsibility for a boat's decision to participate in a race or continue racing is hers alone".**

Sailing is by its nature an unpredictable sport and therefore inherently involves an element of risk. By taking part in the event each competitor (and their parent(s) or guardian(s) in the case of a competitor under 18 years of age) agrees and acknowledges that:

a. They are aware of the inherent element of risk involved in the sport and accept responsibility for the exposure of themselves, their crew and their boat to such inherent risk whilst taking part in the event;
b. They are responsible for the safety of themselves, their crew, their boat and their other property whether afloat or ashore;

c. They accept responsibility for any injury, damage or loss to the extent caused by their own actions or omission;
d. Their boat is in good order, equipped to sail in the event and they are fit to participate;
e. The provision of a race management team, support vessels and other officials and volunteers by the event organiser does not relieve them of their own responsibilities;
f. The provision of support vessel cover is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances;
g. It is their responsibility to familiarise themselves with any risks specific to this venue or this event drawn to their attention in any rules and information produced for the venue or event and to attend any competitor briefing held for this event.

29 Insurance [NP][DP]

29.1 Each participating boat shall be insured with valid third party liability insurance with a minimum cover of £ 3,000,000 per incident or equivalent.

30 Further Information

30.1 For further information please contact:

Kathryn Deaton (Class Secretary)	**07584 191238**	**secretary@itca-gbr.co.uk**
Nerys Chandler (Events Manager)	**07967 481130**	**eventsmanager@itca-gbr.co.uk**
Sally Dugdale (Chair Racing)	**07786 085518**	**racing@itca-gbr.co.uk**

Annex A – Exoneration Penalty and RYA Arbitration

A.1 Exoneration Penalty

A.1.1 A boat that may have broken a rule of Part 2 of the Racing Rules of Sailing or rule 31 may, after finishing the race concerned and before the start of any related protest hearing, notify the race committee or protest committee that she accepts an Exoneration Penalty – a 30% scoring penalty (SCP) calculated as stated in rule 44.3(c), except that the minimum penalty is three places and she shall not be scored worse than the score for DSQ. However, if the boat caused injury or serious damage or, despite taking a penalty, gained a significant advantage in the race or series by her breach her penalty shall be to retire.

A.1.2 When an Exoneration Penalty is accepted: (a) Neither the boat nor a protest committee may then revoke or remove the penalty. (b) The boat shall not be penalized further in a protest hearing when the protest committee decides that it was appropriate to the facts found and the applicable rules.

A.2 RYA Arbitration

A.2.1 When a protest is lodged, a boat may at the same time request RYA Arbitration; a member of the protest committee may also offer it.

A.2.2 If the parties and a member of the protest agree that RYA Arbitration is suitable, an arbitrator (who may be that member of the protest committee) will call an Arbitration Hearing. When it is the arbitrator's opinion that a boat that is a party to the arbitration hearing has broken a rule for which the Exoneration Penalty is available, the party will be invited to accept that penalty and, if accepted, the protesting boat will be allowed to withdraw the protest, changing rule 63.1.

A.2.3 When there is not agreement to use RYA Arbitration or when, after RYA Arbitration, a protest is not withdrawn or the Exoneration Penalty is not applicable to the facts, there will be a normal protest hearing at which the arbitrator may be a member of the protest committee. Rules 66 and 70 (reopening and appeal, respectively) do not apply to an arbitration since this is not a protest committee decision or procedure. A boat may still accept an Exoneration Penalty at any time before the start of a protest hearing and receive its protection from further penalization. She may also retire.

Appendix B – Local rules

1) The Rules of Carsington Sailing Club Limited and Severn Trent's requirements apply.
2) Boats shall not enter the 'out of bounds' areas marked with orange and/or white buoys. All such areas are obstructions.
3) When flag A is displayed on the orange buoys marking the 'diving area' boats shall stay outside that area and it will be an obstruction.
4) Extra care should be taken in the multi-user areas shared with the Carsington Water Sports Centre. Craft from the Centre may be crewed by persons with no knowledge of collision and avoidance rules. Boats shall keep clear of these craft at all times. These craft are obstructions.