



Staunton Harold Sailing Club

OOD CHECKLIST (Take this sheet with you on the day)

Please try and hold a **BRIEFING** with all of your team, including galley, prior to going afloat, about the plan for the day including radio checks, call signs and safety boat areas. There will be a safety lead on your team.

SIGNING ON SHEETS: print off and make available to sailors/refer to online sign in sheets-link on desktop

WHITEBOARD: write race type and times, any other info e.g. weather forecast on the board, consider using outside board too

Please identify an area for **CRUISERS** on the board if appropriate.

Cruisers may wish to sail between races. **Please facilitate this if at all possible.**

FLAGS: hoist appropriate flags on flagstaff before racing and return to race office afterwards

IF WINDY: (F5 or above) brief sailors and ready a spare safety boat on the jetty before racing.

KILL CORDS: safety team please check they work every time you go afloat

RADIOS: ensure everyone can communicate and put back on charge in the cupboard after racing

MOBILE PHONE: ideally take on the water for emergency communication. A must when no one on shore

FUEL TANKS: all tanks returned to store and please ensure all KIT is put away.

ISOLATOR: to be returned to the cupboard at end of the day

COMPUTER: enter and print race results on Sailwave, file lap recording sheets. Publish to internet, put in folder

GATES LOCKED & GOOSE GATES CLOSED at end of day

HEATERS & LIGHTS OFF at end of day

CLUBHOUSE and BOATHOUSE locked

REPORT any duty absentees to duty@shsc.org.uk

REPORT any faulty equipment to Charles Saunders or email the Bosun bosun@shsc.org.uk

REPORT any other sailing related problems to the RC sailing [RC sailing@shsc.org.uk](mailto:RCsailing@shsc.org.uk)

Any results

queries should be reported at Liz Simons at results@shsc.org.uk

Report any premises concerns to the committee via maintenance@shsc.org.uk

REPORT any galley concerns/queries to Amy Pepperdine on 07704 770188 or galley@shsc.org.uk

REPORT any known problems with club dinghies to Nigel Pepperdine: trainingboats@shsc.org.uk



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