



“I’m in charge today” Club Race Management Hints and Tips

Most of this is aimed at managing the complexity of Sunday Club racing, but some of it applies equally to Wednesday nights too. Our Sunday racing is a complex beast to manage in principle, and satisfying all of the racers all of the time is a real challenge. Probably the fleets most likely to get ‘proper’ courses are the ones sailing the windward leeward course.

The ‘round the cans’ fleets are always at the mercy of the angles and location of the Club marks for the off wind legs. However, sailing a range of angles is more enjoyable than sailing the identical reaching angles every week, and the sailors will have to think a bit more!

At a race management conference, Megan Pascoe, a world champion sailor told over 300 International and National ROs “Don’t faff about, get on with it”. Apply this to our club racing.

Before the day

It is worth doing some preparation; don’t rely on having done it before, as frequently when we change to a new series, the makeup of the starts might change.

- So: Check the SI. Make sure that you know which boats are sailing on each start.
- Get a view of the weather
- Look on Dutyman to see how many RIBs you have manned, and how many committee boat helpers.
- Check required flag and sound signals.
- Review the start sequence sheet.

Whether to race: weather restrictions.

If the weather is bad, the coxswain will decide if the lake is to be open or not. He might choose to close the lake, or limit who can sail if it is too windy, or if the visibility insufficient.

If conditions are marginal, bear this in mind when setting up in terms of location and race length. Short sharp races will probably be preferable to those that venture out.

In the case of very low winds, the club policy is straightforward. **Racing must be offered** to those that wish have a go. So go out, set a small course and let them drift. In these conditions don’t worry too much about angles; the wind will probably be moving all over the place!

Committee Boat kit

The coxswain will have got the following ready:

Committee boat box containing:

2 clocks
Anemometer
Rangefinder
Voice recorder
Binoculars

Horn box
Flag roll
Wind direction kit
Course display letters [2 sets]
Start numbers.
Clipboards with logging sheets and start sequence sheet.
Inflatable for the fast asymmetric windward mark
Orange flag dan buoy for pin end.

It is often worth asking for an extra inflatable to use as necessary.

Do make use of the kit: rangefinder to set line length.
compass to set line angle.
voice recorder to record the start , and the finish.
Club clocks to time everything.

NB-beware leaving the clocks out in bright sunlight for too long, the display will go black. It will recover, but not in time for you to use!
Other items that you will find useful to bring along-pencils [club ones are often blunt!], lake map and a copy of the start sequence sheet [just in case you are not given one].

Race area

Use the map to assist in finding a decent position. The squares scale at 1000m. The marked positions of the fixed buoys are reasonably accurate.

Course

We could argue for hours about the course to be set for round the cans, so this guide will not approach that aspect. Ideally, the round the cans course should have

- A beat
- A run
- A reach or two.

NB It is acceptable to set a windward leeward course.

The run and the reaches are going to be determined by the wind direction and the location of the club marks. Don't worry too much about the reaching angles, variety is good, we need not have the rigid angles asked for by open meeting events.

Some reminders:

Using a different course for each race is not essential, but a good idea.

A TS or ST course can only be set for Laser, Solo, DZero and the Slow double fleets. If used, note that the slow double boats must **all sail exactly** the same number of sausages and triangles.

If the SI state that no boats are allowed to sail downwind through the start/finish line. RO must DSQ them if they do. If the downwind gate is laid for the boats on the WL course, then only boats sailing the WL course can sail through it. If any other boat does so, it must be DSQ.

Size though is important.

The mid speed range boats want to about 35 mins for 2, or 3 laps. At the same time, the fast asymmetric & cat fleet will be lapping very quickly, and you don't want them arriving back at the leeward mark whilst the late starts are still happening.

As an indicator, on a WL course in 12-14kt, an RS200 on an 800m beat will reach the top mark in 7 mins, and come back in another 5 mins. Meanwhile the F18 is already well up its 2nd beat!

The final start on the current 5 start sequence is 8 minutes after the F18 and associated asymmetric boats. For this reason, it is a good idea always to set the separate windward mark for the WL course [Display flag W on the committee boat] and it will need to be at least 1000m in 12-14kt. That will give about 2 mins after the last start before the very quick boats begin arriving at the leeward mark.

Lasers will take about 9 mins to beat 1000m, Solos about 9.5mins.

Conclusion? In good racing breezes, use the WL windward mark to set about 1100m beat, whilst the beat for the rest of the boats using a different mark should be anything from 800-900m.

Start Line

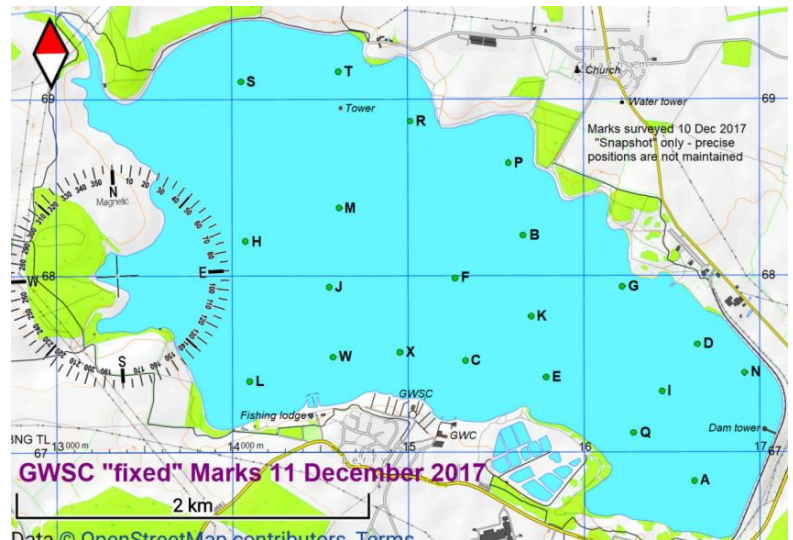
In terms of length required, the biggest fleets are

Start 1-fast cats and monohulls

Start 4 Lasers

Start 5 Solos and other 'slow' single handers.

On busy days, we get around : start 1- 15 boats
 start 4- 20 boats
 start 5- 15 boats



These will all fit well on a line 150m long. [Wednesdays aim at 175m].

Aim to set the line square to the mean wind as you see it.

Most of our RIB crews can stream the pin end. If you find that they are new to the idea, have a go at teaching them [see below]

Use the rangefinder to get them at the correct distance, then as they stream, con them in for angle having lined up a transit with the compass.

Streaming the pin. It helps if we all do it the same way.

- 1 Make sure the anchor line is attached to the buoy, and able to run free.
- 2 Position RIB downwind of pin position.
- 3 Begin moving upwind, then throw buoy overboard [not when stationary, it reduces the chance of a line around the propeller]
- 4 Allow anchor line to feed out until anchor itself is being held by the RIB crew.
- 5 RO will give commentary on how far to go by radio
- 6 When the buoy is a couple of meters short of desired position, call “drop, drop, drop”.

Committee Boat Organisation

The most likely number of people aboard is 3. If 4, then life is wonderful. If only 2, it is a harder day, but can be done. It is important that everybody has a job so that they feel valued. We are then more likely to get people coming back again.

Race officer: Once sure of wind sets course and organises the laying of it with RIB team.

Timekeeper: Timing and sound signals. Don't let the RO touch the horn or the clock!

Visual signals: During set up monitors wind, assists RO

During the start:

RO- observes line, keeps flags X and First sub to hand. On Sterling & Grafham Belle, **use the aft mast** for the line.

Timekeeper - handles all sound signals, gives countdown to the actual starting signals.

RO need not look at the clock!

Visual signals- handles the start number board. Also be ready to write down any OCS boats called.

If only 2 people, timekeeper does clock, RO has horn and they do insertion and removal of start numbers together.

Once the time that the sequence is to start has been decided, use the sequence sheet to write the actual times down. This helps avoid mistakes, and makes transferring start times to the logging sheets easier.

| Display | Start Sequences | | | | | | | | | |
|-----------|-----------------|---------------------|----------------|---------------------|---|---------------------|----------------|---------------------|---------------|---------------------|
| | 1 | | 2 | | 3 | | 4 | | 5 | |
| | Means | Time to Start (min) | Means | Time to Start (min) | Mean Use course on PORT side of Committee boats | Time to Start (min) | Means | Time to Start (min) | Means | Time to Start (min) |
| 0 | Warning Signal | 3 | | | | | | | | |
| 1 | Prep Signal | 2 | | | | | | | | |
| 2 | Minute signal | 1 | Warning Signal | 3 | | | | | | |
| 3 | Start | 0 | Prep Signal | 2 | | | | | | |
| 4 | | | Minute signal | 1 | Warning Signal | 3 | | | | |
| 5 | | | Start | 0 | Prep Signal | 2 | | | | |
| 6 | | | | | Minute signal | 1 | Warning Signal | 3 | | |
| 7 | | | | | Start | 0 | Prep Signal | 2 | | |
| 8 | | | | | | | Minute signal | 1 | | |
| 9 | | | | | | | Start | 0 | Prep Signal | 2 |
| 10 | | | | | | | | | Minute signal | 1 |
| 11 | | | | | | | | | Start | 0 |

Other race signals

We use very few flags, but they need to be correctly signalled.

Orange: display 1 minute before first warning. **Multiple sound signals-5** is a good number. Blank start number board displayed.

AP: display any time before start, **2 sound signals**. Remove 1 minute before warning-1 sound signal. Orange displays at the same time if not already displayed.

X: if boats identified as OCS, display with **1 sound signal**. Do this quickly! Flag must be visible. If RO has been doing a commentary, the timekeeper will be ready and visual signals will be aware that numbers may have to be written down.

First Sub: If general recall required, display with **2 sound signals**. Make sure that you are aware of how that fleet is restarted. Whether the sailors know is something else! It's not your problem. They should read the SI.

S: display with **2 sound signals** when finishing is to begin.

W: display if the WL course has its own windward mark. **No sound signals**.

Monitoring the race and race time.

Getting the right length of race is tricky, especially with the range of boat speed we have to deal with and the extended start sequence.

The fast fleet is not normally a problem as they will lap quickly, but look out for the slow boats in the fleet like the 2000.

Unless the lap times are very short, [around 10 minutes], look to begin finishing boats at 35-40 minutes into their race.

Monitoring the race is not just logging the boats as they complete each lap.

You should: note the time of the first boat through for each fleet.

note the time of the last boats in each fleet.

This will allow a plan to be decided on when to finish the race so that the length is about right, and boats don't have an over long sit whilst waiting for the next race, especially when it's cold. It is often the slow boats that determine when to begin the finishing process.

For example, don't send a slow boat that is lapping in 19 minutes around for a 3rd lap and then begin finishing boats that are just behind it.

Logging sheets:-To split or not to split.

You can choose to split the fleets onto different sheets, or log everything as if it is one fleet. This is up to you; both ways have pros and cons.

Splitting allows easier monitoring of the number of laps made by the faster boats, and establishing the number of laps done by each boat. But, can cause problems if the recorders aren't sure which boat goes on which sheet.

One way of splitting that offers quick recognition is a 3 way split:

Lasers-

Fast boats, starts 1 & 2

Slow double, slow single, starts 3 & 5

If a boat has no sail number, don't waste time trying to identify who it is. Just log it by class name. It won't get a result; we are racing to RRS rules which demand a sail number. The office team are not going to spend time hunting down identities.

It is essential that all times are given in real time. Do not be tempted to use a stopwatch and record elapsed time directly.

| | |
|----------------------|-----------------|
| Date <u>27/05/16</u> | |
| Start (clock) time | |
| 1st boat time | <u>11 17 13</u> |
| Lap 1 | |
| Name | Sail no. |
| <u>49er</u> | <u>23</u> |
| <u>RS 800</u> | <u>1213</u> |
| <u>RS 700</u> | <u>762</u> |
| <u>RS 800</u> | <u>1469</u> |
| <u>RS 700</u> | <u>998</u> |
| <u>Finchall</u> | <u>12107</u> |
| <u>RS 400</u> | <u>808</u> |
| <u>Flying 15</u> | <u>3970</u> |
| <u>Merlin</u> | <u>3550</u> |
| <u>RS 200</u> | <u>1215</u> |
| <u>Ruddiell</u> | <u>197462</u> |
| <u>Ruddiell</u> | <u>201469</u> |
| <u>Ruddiell</u> | <u>188321</u> |

First lap - list class and sail number

| | | | | |
|----------------------|-----------------|-------------------------|------------------|-----------------|
| XYZ Regatta | | | | |
| Date <u>27/05/16</u> | | Race number <u>2</u> | Writer <u>PS</u> | |
| Start (clock) time | | Fleet 1 <u>11 00 00</u> | Fleet 2 | |
| | | Fleet 4 | Fleet 5 | |
| 1st boat time | <u>11 17 13</u> | <u>11 35 01</u> | <u>11 52 31</u> | <u>12 15 22</u> |
| Lap 1 | | Lap 2 | Lap 3 | Lap 4 |
| Name | Sail no. | Sail no. | Sail no. | Sail no. |
| <u>49er</u> | <u>23</u> | <u>23</u> | <u>1213</u> | |
| <u>RS 800</u> | <u>1213</u> | <u>1213</u> | <u>23</u> | |
| <u>RS 700</u> | <u>762</u> | <u>1469</u> | <u>1469</u> | |
| <u>RS 800</u> | <u>1469</u> | <u>762</u> | <u>998</u> | |
| <u>RS 700</u> | <u>998</u> | <u>998</u> | <u>762</u> | |
| <u>Finchall</u> | <u>12107</u> | <u>12107</u> | <u>808</u> | |
| <u>RS 400</u> | <u>808</u> | <u>808</u> | <u>12107</u> | |
| <u>Flying 15</u> | <u>3970</u> | <u>3550</u> | | |
| <u>Merlin</u> | <u>3550</u> | <u>3970</u> | | |
| <u>RS 200</u> | <u>1215</u> | <u>1215</u> | | |
| <u>Ruddiell</u> | <u>197462</u> | <u>201469</u> | | |
| <u>Ruddiell</u> | <u>201469</u> | <u>197462</u> | | |
| <u>Ruddiell</u> | <u>188321</u> | <u>188321</u> | | |
| <u>Topper</u> | <u>43961</u> | | | |
| <u>Topper</u> | <u>41414</u> | | | |
| <u>Topper</u> | <u>39807</u> | | | |

Next laps - list only sail number

We only need to record the last 4 figures of a sail number at Grafham.

Finishing
Move to column on the right

right

| XYZ Regatta 2016 | | | | | | | | | | | |
|----------------------|---------------|-------------------------|-----------------|-------------------------|-----------------|-------------------------|--|----------------------------|------------|-----------|-----------|
| Date <u>27/05/16</u> | | Race number <u>2</u> | | Writer <u>PS</u> | | your name | | | | | |
| Start (clock) time | | Fleet 1 <u>11 00 00</u> | | Fleet 2 <u>11 06 00</u> | | Fleet 3 <u>11 12 00</u> | | Sheet <u>1</u> of <u>1</u> | | | |
| | | Fleet 4 <u>11 00 00</u> | | Fleet 5 <u>11 06 00</u> | | | | | | | |
| 1st boat time | | <u>11 17 13</u> | <u>11 35 01</u> | <u>11 52 31</u> | <u>12 15 22</u> | | | Finish | | | |
| Lap 1 | | Lap 2 | | Lap 3 | | Lap 4 | | Comment | | | |
| Name | Sail no. | Sail no. | Sail no. | Sail no. | Sail no. | | | Sail no. | Clock time | | |
| | | | | | | | | HH | MM | SS | |
| <u>49er</u> | <u>23</u> | <u>23</u> | <u>1213</u> | | | | | <u>3970</u> | <u>12</u> | <u>20</u> | <u>01</u> |
| <u>RS 800</u> | <u>1213</u> | <u>1213</u> | <u>23</u> | | | | | <u>3550</u> | | <u>22</u> | <u>15</u> |
| <u>RS 700</u> | <u>762</u> | <u>1469</u> | <u>1469</u> | | | | | <u>1215</u> | | | <u>45</u> |
| <u>RS 800</u> | <u>1469</u> | <u>762</u> | <u>998</u> | | | | | <u>43961</u> | | | <u>51</u> |
| <u>RS 700</u> | <u>998</u> | <u>998</u> | <u>762</u> | | | | | <u>41414</u> | | <u>23</u> | <u>07</u> |
| <u>Finchall</u> | <u>12107</u> | <u>12107</u> | <u>808</u> | | | | | <u>39807</u> | | | <u>27</u> |
| <u>RS 400</u> | <u>808</u> | <u>808</u> | <u>12107</u> | | | | | <u>1213</u> | | <u>25</u> | <u>17</u> |
| <u>Flying 15</u> | <u>3970</u> | <u>3550</u> | | | | | | <u>23</u> | | | <u>19</u> |
| <u>Merlin</u> | <u>3550</u> | <u>3970</u> | | | | | | <u>201469</u> | | | <u>28</u> |
| <u>RS 200</u> | <u>1215</u> | <u>1215</u> | | | | | | <u>197462</u> | | <u>26</u> | <u>02</u> |
| <u>Ruddiell</u> | <u>197462</u> | <u>201469</u> | | | | | | <u>188321</u> | | | <u>04</u> |
| <u>Ruddiell</u> | <u>201469</u> | <u>197462</u> | | | | | | <u>1469</u> | | <u>27</u> | <u>55</u> |
| <u>Ruddiell</u> | <u>188321</u> | <u>188321</u> | | | | | | <u>998</u> | | <u>28</u> | <u>19</u> |
| <u>Topper</u> | <u>43961</u> | | | | | | | <u>762</u> | | | <u>45</u> |

Record sail number, then
HH:MM:SS

Record sail number, then
HH:MM:SS

Use the voice recorder!

Add laps when convenient

convenient

| XYZ Regatta 2016 | | | | | | | | | | | | |
|----------------------|-------------------------|-----------------|-------------------------|-----------------|-------------------------|---------------|----------------------------|-----------|-----------|------------|--------|--|
| Date <u>27/05/16</u> | Race number <u>2</u> | | Writer <u>PS</u> | | your name | | Course | | | | | |
| Start (clock) time | Fleet 1 <u>11 00 00</u> | | Fleet 2 <u>11 06 00</u> | | Fleet 3 <u>11 12 00</u> | | Sheet <u>1</u> of <u>1</u> | | | | | |
| | Fleet 4 | | Fleet 5 | | | | | | | | | |
| 1st boat time | <u>11 17 13</u> | <u>11 35 01</u> | <u>11 52 31</u> | <u>12 15 22</u> | Finish | | | | | | | |
| Lap 1 | | Lap 2 | | Lap 3 | | Lap 4 | | Comment | | Clock time | | |
| Name | Sail no. | Sail no. | Sail no. | Sail no. | | Sail no. | HH | MM | SS | Laps | | |
| <u>49er</u> | <u>23</u> | <u>23</u> | <u>1213</u> | | | <u>3970</u> | <u>12</u> | <u>20</u> | <u>01</u> | <u>3</u> | Office | |
| <u>RS 800</u> | <u>1213</u> | <u>1213</u> | <u>23</u> | | | <u>3550</u> | | <u>22</u> | <u>15</u> | <u>3</u> | | |
| <u>RS 700</u> | <u>762</u> | <u>1469</u> | <u>1469</u> | | | <u>1215</u> | | | <u>45</u> | <u>3</u> | | |
| <u>RS 800</u> | <u>1469</u> | <u>762</u> | <u>998</u> | | | <u>43961</u> | | | <u>51</u> | <u>2</u> | | |
| <u>RS 700</u> | <u>998</u> | <u>998</u> | <u>762</u> | | | <u>41414</u> | | <u>23</u> | <u>07</u> | <u>2</u> | | |
| <u>Finchall</u> | <u>12107</u> | <u>12107</u> | <u>808</u> | | | <u>39807</u> | | | <u>27</u> | <u>2</u> | | |
| <u>RS 400</u> | <u>808</u> | <u>808</u> | <u>12107</u> | | | <u>1213</u> | | <u>25</u> | <u>17</u> | <u>4</u> | | |
| <u>Flying 15</u> | <u>3970</u> | <u>3550</u> | | | | <u>23</u> | | | <u>19</u> | <u>4</u> | | |
| <u>Merlin</u> | <u>3550</u> | <u>3970</u> | | | | <u>201469</u> | | | <u>28</u> | <u>3</u> | | |
| <u>RS 200</u> | <u>1215</u> | <u>1215</u> | | | | <u>197462</u> | <u>26</u> | <u>02</u> | <u>3</u> | | | |
| <u>Ruddiell</u> | <u>197462</u> | <u>201469</u> | | | | <u>188321</u> | | | <u>04</u> | <u>3</u> | | |
| <u>Ruddiell</u> | <u>201469</u> | <u>197462</u> | | | | <u>1469</u> | | <u>27</u> | <u>55</u> | <u>4</u> | | |
| <u>Ruddiell</u> | <u>188321</u> | <u>188321</u> | | | | <u>998</u> | | <u>28</u> | <u>19</u> | <u>4</u> | | |
| <u>Topper</u> | <u>43961</u> | | | | | <u>762</u> | | | <u>45</u> | <u>4</u> | | |
| <u>Topper</u> | <u>41414</u> | | | | | <u>808</u> | | <u>29</u> | <u>13</u> | <u>4</u> | | |
| <u>Topper</u> | <u>39807</u> | | | | | <u>12107</u> | | | <u>27</u> | <u>4</u> | | |

Record times for all boats, even those that are 'fleet' racing.

This is good practice and might help untangle results later –for instance you fail to get a time on a handicap fleet boat finishing within a clump of Lasers. If you have times for the Lasers, a time for the other boat can be determined reasonably well.

The recorders are expecting to hear mostly 4 figure sail numbers, and maybe a time if RO is calling that as well. So calling just 2 sail numbers in succession might create an issue-warn the recorders.

If you cannot identify a boat, call "gap"

In moments of crisis, when that big group appears, and a fast boat overtakes half of it in the last yards...

The important thing is to get all the numbers, even if they are not in the correct order.

Tell the recorders to record sail numbers only, with a time for the first boat in the group.

The rest can simply be plus 1 second on the previous boat.

Or, they might be able to *record seconds only*. That will do, the minutes can be worked out later.

Make use of a RIB, they can sit near the line and note down numbers as they see them. That will enable any missed boat to be slotted in.

What next?

If another race is to be sailed, get on with it!

Deal with any course shift before you begin the finishing process.

Have any new course ready to display.

If mark is to be moved, ask the RIB to do it as soon as the last boat has rounded, don't wait until all boats have finished before sending a RIB up the course.

You can go into sequence before the mark is laid.

The only problem here is if the pin end is to be moved, but if so, then the fleet will have to wait. But save time by briefing the RIB beforehand so they can be ready to lift and re-lay.