



Royal Akarana Yacht Club
8-10 Tamaki Drive
Okahu Bay
1071
www.rayc.co.nz

On-Water Hazard Management Plan

Event Details

Event: Secondary Schools Interdominion Team Sailing Championships 2024

Date: 8th to 12th October 2024

Event Manager: Jamie Catchpole

Phone Contact: 028 418 2067

Participants: Secondary School Students

Age: Year 7 to 13 (Age 11-18 inclusive), under 19 on 01/01/2025

How Many: 70 to 100 participants

Special Considerations

Officials	Who:	Race Officer, National & Club Umpires/Judges
	How Many:	1 Race Officer, 8 Umpires/Judges
	Qualification:	Yachting New Zealand Qualified
Volunteers	Who:	Selected personnel from competing schools with maritime experience
	How Many:	Estimate 20
	Qualification:	Previous experience or involvement in fleet or team sailing regattas.
Venue	Contact:	Jamie Catchpole
	Address:	
	Phone Contact	028 418 2067
	Evacuation:	Part of briefing content for competitors
	Building WOF:	Current building warrant of fitness
First Aid	Organisation:	First Aid trained staff on-site & hospital 7-minute drive away
	How many:	At least 1 on-site

Phone Contact: 028 418 2067

Vehicle Access for Emergency Yes
Automated External Defibrillator: 2 x On-site

Communication: Mobile Phone Yes
Marine VHF On-shore and on all official boats

Waivers/Medical/Entries: Yes

Fresh Water On-Site: Yes

Toilet Hygiene: Host clubhouse building toilets cleaned throughout the day

Briefing
Responsibility: Daily briefing with Principal Race Officer
Content: Safety, weather, daily programme/schedule
Evacuation: Standard Yachting NZ flag & hooter system for abandoning sailing

Roles & Expectations: At least 1 RIB per 10 sailing dinghies, in line with Yachting NZ regulations. Expected to have 1 RIB per 4 sailing boats

Water Safety Plan: Harbourmaster

Daily Checklist

First Aid
Personnel:
Ambulance: Accessible via 111 and Auckland City Hospital (5.9km away)
First Aid Kits: On-shore in the club rooms, on-water on the start and finish Boats & aboard all support RIBs.

Mobile Numbers: Event Manager: Jamie Catchpole 028 418 2067

Coach: Team managers and coaches
Ambulance: Phone 111
First Aid: First Aid Trained Staff On Site

Equipment:

- Cones
- Signs
- Ropes
- Flags
- Personal Flotation Devices (PFDs)
- Megaphone
- RIBs (Anchor, VHF, Bailer, Oars, Bungs, Sufficient Fuel)

Risk Management Plan / Risk Action Plan

Event: Secondary Schools Interdominion Team Sailing Championships 2024

Date: 8-12 October 2024

Event Managers: Jamie Catchpole

RISK	CAUSE	PREVENTION (Eliminate/Isolate/Minimise)	EQUIPMENT REQUIRED	CHECK?	WHO IS RESPONSIBLE?
Multiple capsizes of 420 dinghies	Bad weather/high winds	Obtain high quality, up-to-date weather forecasts for each day sailing is to occur, update regularly through the day.	VHF Radio Access to online forecasts		Race Officer(s)
Injuries ashore from sailing equipment	High winds/gusts	When boats are rigged ashore, they shall be grouped together to discourage walking between them. Teams not sailing the boats will not have access to the boat storage/rigging area.	n/a		Shore Master Sailors
Traffic Accidents	Lack of attention of pedestrians and motorists	Set out cones and signs to make motorists aware of the event taking place. Enforce legal parking practices.	Cones & signs		Shore Master
Collision between boats	Lack of attention of sailors or drivers.	All boat users will understand collision rules, boats are encouraged to avoid contact of any kind. Sailors to keep a good lookout at all times.	Yachting NZ Rule Books (Racing Rules of Sailing 2021-2024)		All boat operators (skippers and crew)
Hypothermia	Cold weather & lack of suitable clothing	Inform all sailors and support personnel of the latest weather forecast at daily briefing. Encourage the use of appropriate clothing and carrying extra clothing on the water.	Dry clothes/blankets Survival blankets Warm drinks/food		Race Officer Team Managers, Support Personnel & Sailors
Sunburn or Heatstroke	Fine weather	Sailors encouraged to bring and reapply sunscreen. Bulk sunscreen supplied through the regatta for sailors and volunteers at RAYC.	Sunscreen		Shore Master Team Managers and Sailors



New Zealand Team Sailing Association
PO Box 168
Warkworth
0941

Okahu Bay (RAYC) Safety Procedures

Event: Secondary Schools Interdominion Team Sailing Championships

Dates: 8th to 12th October 2024

Introduction

This regatta is predominantly attended by highly experience and capable sailors. The event will be under the control of a Yachting NZ qualified Race Officer and RAYC shore/beach master. The event will be run on a racecourse within Okahu Bay or other sheltered shores within the confines of Mechanics Bay, should the prevailing conditions require moving from Okahu Bay.

- a) All competitors shall wear buoyancy vests or life jackets in good repair, properly secured about their person and shall comply with the Yachting NZ minimum standard at all times while afloat. This can be found in Appendix 5 in the YNZ Safety Regulations.
- b) All competitors and boats shall comply with the Yachting NZ Safety Regulations Part I, refer to the Rule Book – YNZ RRS & SR 2021-2024. These instructions include requirements for boats to have reserve buoyancy, towlines, quick release halyards, secured centreboards, tillers, rudders and bailers. The boats are supplied by the organising authority for the regatta. The sailors must wear appropriate buoyancy (as described above), be capable of swimming 50 metres, wearing clothing suitable for the conditions, well founded equipment and rigging. Crews should exercise caution when going afloat in tougher conditions and should stay with their boat if they find themselves in difficulty. Yachts should not be left attended with sails flapping in public spaces.
- c) Competitors must stay with their boat in the event of a capsize.
- d) In the event of a capsize, exercise caution when righting the boat. In shallow waters masts are likely to come into contact with the ground and stick in the mud. Pull the boat around so the hull is downwind of the mast and then right the boat to avoid damage to equipment.
- e) If equipment drifts away from a capsized boat, competitors are advised not to swim after it, stay with the capsized boat and wait for a safety boat to assist.
- f) If there is wind prominently from the West, North or East, competitors are expected to drop their mainsails in preparation for landing. This is compulsory for team sailing at RAYC.
- g) Competitors should be aware that floors, steps and boat ramps between slippery when wet.

Okahu Bay Venue Specific Hazards/Dangers

On-Water:

- 1) Okahu Bay is often used for recreation, especially launching and landing of waka ama, surf skis, kayaks and recreational vessels. Competitors must ensure that access-ways and ramps are kept clear at all times. **Competitors must take particular care to avoid any contact with swimmers as they leave and return to the beach.**
- 2) Keep clear of the public boat-ramp pontoons if they are being used.
- 3) Competitors are advised that the waters extending away from the beach are shallow for a period, yachts are to keep away from the beach. In particular, the shallows are estimated roughly with a line from the Auckland Sailing Club across to the wooden pile on the eastern side of the bay.
- 4) Keep a lookout at all times for swimmers when sailing in to or out of the bay.
- 5) All on-water rescue craft will be equipped with radios.

Off-Water:

- 1) Keep all boat trailers at the top of the boat ramp in the launching area to minimise public obstruction and endangerment of tripping.
- 2) Competitors should take particular care to control their boom swinging in the wind when the mainsail is rigged ashore. Especially when moving the boat, on the boat ramp and on the adjacent footpaths.
- 3) Competitors are to keep their boats off the paved public footpath running along the seafront as this needs to remain clear other than for trailers to cross the path in its entirety.
- 4) No boats are to be left unattended on the boat ramp. The RAYC shore master is to police this.
- 5) All sailors must sign on with their coach when going afloat and sign off when they come ashore.
- 6) Regatta volunteers will monitor the beach and the boat ramp to minimise delays and ensure efficient launching and landing.
- 7) Any rubbish will be picked up after each days' events to minimise any possible accidents and to maintain the surrounding environment.
- 8) A first aid kit, including a hypothermia blanket, is kept at RAYC and ASC, there is also an AED (Automated External Defibrillator) stored onsite at RAYC by reception, as well as first aid kits in every boat on the water.