



Errwood Sailing Club Rule Book





Errwood Sailing Club - Rule Book

Version 11

Rule Book Revision 011

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Approvals

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1 INTRODUCTION

- 1.1.1 Errwood Sailing Club (referred to as “The Club” was founded in November 1968. The Club currently leases the use of the water and the designated land on which the clubhouse is situated from the authority that controls the water in Errwood Reservoir; United Utilities. The club developed and owns the clubhouse and starters’ hut.
- 1.1.2 The Club is set in an area of outstanding natural beauty within the Peak National Park and the Club’s primary aim is as a sailing club. The Club also promotes and facilitates the use of the reservoir and surrounding area by the local community, young and old, abled, and disabled for various activities. The Club recognises its responsibility to maintain the sustainability of the reservoir, and the local area for the use of the local community and has forged links with the local authority namely the Peak District National Park.

2 ERRWOOD SAILING CLUB RULES

2.1 NAME

- 2.1.1 The name of the Club is ‘**ERRWOOD SAILING CLUB**’ (ESC) and the burgee shall be two triangular symbols over a circle depicting two sails and the sun.

2.2 PREMISES

- 2.2.1 The Club’s premises and sailing facilities are at Errwood Reservoir, Goyt Valley, Buxton, Derbyshire, SK17 6GJ.
- 2.2.2 The UK Grid Reference of the club house is SK107756.
- 2.2.3 The Club has a landline telephone available for sailing related communications and emergencies 01298 25641.

2.3 STATUS

- 2.3.1 On 7th October 2004 the club became a Community Amateur Sports Club registration number CASC0237.
- 2.3.2 The Club relinquished its CASC status following changes to eligibility rules which were introduced on 1st April 2015 and needed to be complied with from 1st April 2016.
- 2.3.3 Errwood Sailing club is now operating as an Unincorporated Association.

2.4 OBJECTIVES

- 2.4.1 To facilitate the sport of sailing and promote community participation in this sport.
- 2.4.2 To provide facilities to approved groups of youth and other organisations for sailing or other water-based activities permissible in the ESC lease.
- 2.4.3 To carry out sailing, windsurfing and power boat training under the RYA training scheme.
- 2.4.4 To carry out racing under the rules and provisions of the ISAF, RYA and the class rules applicable.



- 2.4.5 To provide facilities within the Goyt Valley to benefit the local and wider community.

2.5 MEMBERSHIP

- 2.5.1 The Club shall consist of Full Individual, Family, Junior, Guardian/Carer, Student, Group, Honorary, Social, and Temporary members.
- 2.5.2 The membership year will run from 1st April to 31st March the following year.
- 2.5.3 Applications for membership shall be submitted to the Membership Secretary by means of a fully completed and signed membership form. Membership will be ratified by the Committee at the next available Committee Meeting.
- 2.5.4 A newly elected member shall be informed of the entrance fee and subscription payable and shall be furnished with a copy of the Rules of the Club but shall not be admitted to any of the privileges of the Club until all monies due have been paid.
- 2.5.5 Each member shall keep the Membership Secretary informed of that member's address.
- 2.5.6 The total number of boats and members shall be reviewed by the Committee from time to time according to the accommodation and facilities available both on land and on water.
- 2.5.7 A list showing the names and addresses of all members shall be kept by the Membership Secretary.
- 2.5.8 Membership of the Club shall be open to anyone interested in sailing regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion, or other beliefs. However, limitation of membership according to available facilities is allowable on a non - discriminatory basis.
- 2.5.9 The Club may have different classes of membership and subscription on a non - discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- 2.5.10 The Committee may refuse membership or remove it only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- 2.5.11 All surplus income or profits shall be reinvested in the Club and no surpluses or assets will be distributed to members or third parties
- 2.5.12 If, upon the winding up or dissolution of the Club, there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed amongst the Members of the Club. The Committee shall dispose of the net assets remaining to another sailing club which is a Community Amateur Sports Club, Unincorporated Association, or a member of the Royal Yachting Association or the Royal Yachting Association.



2.6 DEFINITION OF MEMBERSHIP

- 2.6.1 A FULL Individual Member is a person who at the date of election has attained eighteen years of age. A FULL member shall have the full use of all the Club facilities and boats subject to committee guidelines. Full members can sail and keep three dinghies of a type approved by the Committee at the Club.
- 2.6.2 A FAMILY Membership includes one or two co-habiting adults and all the children within their guardianship under the age of eighteen or in full time education or training who shall have the full use of all the Club facilities and boats subject to committee guidelines. A family membership allows a family to keep and sail more than three dinghies of a type approved by the committee at the club following agreement of the Committee.
- 2.6.3 A JUNIOR Member is a person who at the date of election is under eighteen. A JUNIOR member shall have the full use of all the Club facilities and boats subject to committee guidelines. A JUNIOR member under the age of 16 is to be accompanied by a GUARDIAN/CARER or other appropriately experienced adult if they are sailing unless on a recognised club course. i.e., JUNIOR Members shall be accompanied by either a FULL, GUARDIAN/CARER or STUDENT Member.
- 2.6.4 A GUARDIAN/CARER Membership may be issued in conjunction with a JUNIOR membership of a person under 16 years of age. This is because junior members under 16 are expected to be accompanied by a guardian/carer or other appropriately experienced adult if they are sailing unless on a recognised club course.
- 2.6.5 A STUDENT Member is a person from the age of 18 who is in full time education or training. A STUDENT member shall have the full use of all the Club facilities and boats subject to Committee guidelines. Student members can keep one boat at the Club.
- 2.6.6 GROUP Membership covers organisations or groups of individuals and shall have Terms and Conditions laid down by the committee and documented on an individual basis.
- 2.6.7 An HONORARY Membership may be conferred at a general meeting on the recommendation of the committee. Honorary members shall have the full use of all the Club facilities and boats and can sail and keep three dinghies of a class of a type approved by the Committee.
- 2.6.8 A SOCIAL Member is non sailing member who shall have full use of all the Club facilities except for access to boats or any waterborne activities.
- 2.6.9 A TEMPORARY membership is applicable to short term group memberships for visiting parties. Terms and Conditions laid down by the Committee and documented on an individual basis which will include supervision by a nominated member.



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2.7 ANNUAL SUBSCRIPTIONS AND FEES

- 2.7.1 Fees and subscriptions for members other than Groups shall be fixed by the General Meeting. Provided that, subscriptions and entrance fees may be varied by the Committee subject to ratification by the next General Meeting and, pending ratification, shall apply from such date as shall be fixed by the Committee. Fees and subscriptions for Groups shall be fixed by the Committee.

2.8 PRIVILEGES OF MEMBERSHIP

- 2.8.1 All members shall be given notice of and be entitled to attend all General Meetings of the Club. Group Members shall be entitled to send one representative only.

- 2.8.2 The voting rights associated with each type of membership will be as follows:

FULL Individual Member	One Vote.
FAMILY Member	The family unit shall have One Vote exercisable by either adult.
JUNIOR Member	No Vote.
GUARDIAN/CARER	No Vote.
STUDENT	No Vote.
GROUP	Two Votes.
HONORARY Member	One Vote.
SOCIAL Member	No Vote.
TEMPORARY Member	No Vote.

- 2.8.3 All Members shall be entitled to use the premises of the Club and to participate in races organised by the Club subject to any restrictions for any such race.

- 2.8.4 Members may introduce guests whose names shall be entered in the book provided. Any such guest shall not be introduced more than three times in any one year. A Member's guest shall be entitled to all the privileges associated with the introducing member of the Club and may join in Club racing and sailing provided that the Member shall be responsible for ensuring the compliance of his guest with the Club's constitution and rules including insurance of craft.

- 2.8.5 No visitors other than Members' guests shall be allowed on the premises except for organised events open to non-members and team racing.

2.9 CESSATION OF MEMBERSHIP

- 2.9.1 Notification of the intention of all members to retire from the Club shall be given to the Hon. Secretary in writing on or before 31st March, otherwise subscriptions for the year following shall be payable.



- 2.9.2 A list of members whose subscriptions remain unpaid on 30th April shall be reviewed by the Committee and unless there shall be strong reasons to the contrary the members concerned shall be treated as having left the Club.
- 2.9.3 If the conduct of a Member is such as shall in the opinion of the Committee be injurious to the character or interests of the Club, the Committee may expel such member provided that any member whose expulsion is under consideration shall be entitled to offer an explanation either orally or in writing to the Committee before the resolution for expulsion is put to the vote.
- 2.9.4 The Committee may at its discretion withdraw Full Membership from a Member who shall not in its opinion have in any season made reasonable use of the sailing facilities.

2.10 MANAGEMENT

- 2.10.1 The affairs of the Club shall be managed by a Committee consisting of the Officers and at least five other members all of whom shall be elected annually and a further member who shall be an adult nominated by the Group Members. The Committee shall have power to co-opt members.
- 2.10.2 Five members shall constitute a quorum.
- 2.10.3 The Officers of the Club shall consist of:
- Commodore
 - Vice-Commodore
 - Honorary Secretary
 - Honorary Treasurer
 - Membership Secretary
 - Sailing Captain

2.11 ELECTION OF THE COMMITTEE

- 2.11.1 Every candidate for election must be a Full, Full Family, Associate or Family Associate member.
- 2.11.2 A candidate for election must be proposed by a Full, Full Family, Associate or Family Associate member.
- 2.11.3 Nominations signed by the candidate, proposer and seconder shall be left with the Hon. Secretary before the
- 2.11.4 General Meeting. All Officers and Committee Members shall be deemed to offer themselves re-election unless they specify their intention not to stand.
- 2.11.5 If there are more candidates for election than vacancies a ballot shall be held.
- 2.11.6 If the number of candidates for election is equal to or less than the number of vacancies to be filled candidates shall be deemed to be elected.



- 2.11.7 If there shall be any vacancy for which no nominations have been received by the Hon. Secretary before the meeting nominations may be made at the Meeting.

2.12 DUTIES OF THE COMMITTEE

- 2.12.1 The Committee shall manage the affairs of the Club according to the rules and shall take such steps as those consider desirable to promote the objects of the Club.
- 2.12.2 The Committee shall apply the funds of the Club to the objectives of the Club or to such other purpose as those shall deem expedient to the interests of the Club.
- 2.12.3 The Committee shall cause proper books of account to be kept of all income and expenditure and all dealing with the assets of the Club.
- 2.12.4 The Committee shall make such sailing regulations and rules as they shall think prudent and such regulations and rules shall be binding on all members.
- 2.12.5 The Committee may delegate such of their powers as they think fit to sub-committees, the Chairman of sub-committees shall be members of the Committee and shall have the power to co-opt additional members subject to the approval of the Committee.
- 2.12.6 Officers shall be members of all sub-committees.
- 2.12.7 If any member of the Committee shall fail to attend meetings for a period of four months, he/she shall be deemed to retire unless the Committee otherwise resolve.

2.13 PROCEEDINGS OF THE COMMITTEE

- 2.13.1 The Committee may meet for the dispatch of business, adjourn, and otherwise regulate meetings as they think fit but shall meet at least six times in every year.
- 2.13.2 Questions arising at any meeting shall be decided by a majority of votes and in the case of an equality of votes the Chairman of the Meeting shall have a second or casting vote.
- 2.13.3 The Commodore or in his absence the Vice-Commodore shall take the chair at meetings of the Committee but if neither of them is present at any meeting fifteen minutes after the appointed time for holding the meeting, the members of the Committee present shall choose one of their number to be Chairman of the meeting.
- 2.13.4 The Committee shall cause proper minutes to be made of the proceedings of the Committee.

2.14 CLUB YEAR

- 2.14.1 The Club accounting year runs from 1st September to 31st August and the Club membership year from 1st April to 30th March.



2.15 GENERAL MEETING

- 2.15.1 A General Meeting shall be held annually to receive the Honorary Secretary's report and the Honorary Treasurer's Statement of Accounts made up to the end of each financial year ending 31st August and to appoint Officers and Committee for the ensuing year and to consider any other business which may be brought forward.
- 2.15.2 Twenty-eight days' notice at least of any General Meeting shall be given to each member entitled to attend at such meetings. Such notices shall specify the place, day and hour of the meeting and the general nature of the business.
- 2.15.3 Notice of any resolution to be proposed at the General Meeting shall be sent to the Secretary of the Club at least 21 days before the Meeting. Proposed resolutions shall be circulated by the Secretary not less than 14 days before the Meeting.
- 2.15.4 The Committee may at their discretion call a Special General Meeting and shall do so upon the requisition in writing of ten members entitled to vote at a General Meeting to consider such matters as shall be stated in this requisition.

2.16 PROCEDURE AT GENERAL MEETINGS

- 2.16.1 At all General Meetings the chair shall be taken by the Commodore or Vice-Commodore or in their absence an appointed Chairman from the members present and entitled to vote.
- 2.16.2 No business shall be transacted at any General Meeting unless a quorum is present when the Meeting proceeds to business and for all purposes a quorum shall be 12 members.
- 2.16.3 Every question shall be determined by a majority of votes unless otherwise expressly provided in these rules.
- 2.16.4 A resolution put to the vote at the Meeting shall be decided by a show of hands unless the Chairman shall rule that voting on any resolution shall be by ballot.
- 2.16.5 The Flag Officers and Committee members shall be elected by ballot.
- 2.16.6 Two or more scrutineers shall be appointed at the meeting for the purpose of ensuring that ballot papers are in order and counting the votes.
- 2.16.7 Any proposal to alter or add to the rules shall require a majority of two-thirds of the votes of those members present and voting.

2.17 INTOXICATING LIQUOR

- 2.17.1 The Committee may permit the supply of intoxicating liquor on the Club premises in accordance with the Licensing Act 2003. No intoxicating liquor shall be supplied to any person on the Club premises otherwise than by or on behalf of the Club.



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- 2.17.2 The Committee may arrange the supply of intoxicating liquor by the club to members and to members' guests on the Club premises at such times within the permitted hours as the Committee shall decide and shall secure the due observance of the provisions of the Licensing Act 2003 and all Acts relating thereto and of any conditions attached to any Registration Certificate granted in respect of the Club premises, but it shall not be incumbent on the Committee to arrange such supply except as they shall decide.
- 2.17.3 No person shall be paid at the expense of the Club any commission, percentage, or similar payment on or with reference to purchases of intoxicating liquor by the Club, nor shall any person directly or indirectly derive any pecuniary benefit from the supply of liquor by or on behalf of the Club to members or guests, apart from any benefit accruing to the Club as a whole.
- 2.17.4 Persons other than members and their guests may be admitted to the Club premises and intoxicating liquor may be sold and supplied to such persons by or on behalf of the Club for consumption thereon on such special occasions as the Committee shall determine.
- 2.17.5 Intoxicating liquor shall not be sold or supplied to persons under 18 years of age on the Club premises.

2.18 NOTICES

- 2.18.1 The accidental loss of any notice or document posted to a member at his last known address shall not invalidate any resolution or election connected therewith.

2.19 AUDITORS AND ACCOUNTS

- 2.19.1 The accounts shall be kept by the Honorary Treasurer and they shall be audited by the Honorary Auditor who shall be a member appointed at the Annual General Meeting and a copy of the Balance Sheet shall be given to all members prior to the Annual General Meeting. Should the Honorary Auditor be unable or unwilling to act, the Committee shall have the power to appoint a professional auditor until the next Annual General Meeting.

2.20 TRUSTEES

- 2.20.1 There shall be not more than four nor less than two Trustees of the Club who shall be appointed from time to time as necessary by the Committee of the Club from among Full, Family or Honorary Members who are willing to be so appointed.



- 2.20.2 All the property of the Club, including land and investments, shall be held by the Trustees for the time being, in their own names so far as it is necessary and practicable, on trust for the use and benefit of the Club. In the event of the death, resignation, or removal from office of a Trustee, the Committee shall nominate a new Trustee in his/her place and shall as soon as possible thereafter take all lawful and practicable steps to procure the vesting of all Club property into the names of the Trustees as constituted after such nomination. For the purpose of giving effect to any such nomination, the Secretary for the time being is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and he shall by Deed duly appoint the person or persons so nominated by the Committee.
- 2.20.3 The Trustees shall in all respects act, in regard to any property of the Club held by them, in accordance with the directions of the Committee and shall have power to sell, lease, mortgage or pledge any Club property so held for the purpose of raising or borrowing money for the benefit of the Club in compliance with the Committee's directions (which shall be duly recorded in the minutes of the proceedings of the Committee) but no purchaser, lessee or mortgagee shall be concerned to enquire whether any such direction has been given.
- 2.20.4 In pursuance of the authority vested in the Trustees by the Members of the Club, the Trustees shall be indemnified by the Members of the Club out of the assets of the Club from and against any liability, costs, expenses or payments whatsoever which may be properly incurred or made by them or any one of them in the exercise of their duties or relation to any property of the Club vested in them, or in relation to any legal proceedings, or which otherwise relate directly or indirectly to the performance of the functions of a Trustee of the Club.
- 2.20.5 Should the assets of the Club be insufficient to satisfy such liability, costs, expenses, or payments the Trustees shall be entitled to a personal indemnity from the individual Members of the Club. The limit of any individual Member's indemnity in this respect shall be a sum equal to one year's subscription at the then current rate of that category of Membership unless the Trustees have been authorised to exceed such limit by a General Meeting of the Club.

2.21 INSURANCE

- 2.21.1 The Club shall affect such insurance as may be necessary for the purpose of indemnifying United Utilities, the Club and / or its Officers / Trustees against any legal liability. The Committee shall affect such insurance to cover the Club property against loss by fire, burglary, and such risks as they shall determine.
- 2.21.2 Full and Full Family members, Groups and Associations shall insure their boats and have in place Public Liability Insurance for their activities whilst at the club with a limit of cover of not less than £3 million for any one claim.



2.22 TERMS OF LEASE

- 2.22.1 Should the terms of the Club's Lease or any conditions laid down by the, United Utilities conflict with these rules the former shall prevail.

2.23 TRAINING

- 2.23.1 The Club shall endeavour each year to run a series of RYA approved sailing, windsurfing and powerboat courses at a fee to be determined by the Committee.

2.24 CLUB CLASSES

- 2.24.1 There are no restrictions on sailing classes, but boats more than 18-foot overall length and cabin cruisers will not be admitted.

2.25 WINDSURFING

- 2.25.1 Any reference in these Rules or the Club Regulations to a boat or sailing dinghy shall, where the context so admits, apply equally to windsurfers.
- 2.25.2 Harnesses are considered adequate buoyancy for experienced windsurfers (those using a harness competently).

2.26 PADDLING ACTIVITIES

- 2.26.1 All paddle activities are permitted during the agreed times for both Errwood and Group members.
- 2.26.2 Solo paddling is only allowed during the agreed times and when other members are at the Club and on the water.
- 2.26.3 Individuals are responsible for informing the person responsible for the activity before launching and on their return.
- 2.26.4 At the end of the session all participants are to be accounted for by the person responsible for the activity.
- 2.26.5 Suitable clothing to be worn for the time of year and prevailing conditions your attention is draw to Club Rule 3.3.1 that states when wetsuits or drysuits must be worn.
- 2.26.6 Individuals must wear personal buoyancy whilst on the water.
- 2.26.7 Paddle boarders must be connected with a leash to the paddle board when out on the water.
- 2.26.8 Launching is only allowed in front of the club in the area between the three slipways.
- 2.26.9 When the reservoir is full and water is flowing out over the overflow, paddle boarding is not allowed between the slipway closest to the overflow and the safety net.
- 2.26.10 A safety boat is not required whilst paddle boarding however consideration should be given to whether a safety boat or other additional safety cover is appropriate for the conditions and / or the skill & experience of those paddling.



- 2.26.11 Care must be taken, close to the pontoon, in the shallows and near the bridge supports as falling off the board may result in injuries.
- 2.26.12 All injuries, incidents and near misses are to be recorded on the form held in the magazine rack by the main club room door. A 1st Aid kit is in the main club house room and a land line telephone is in the office.

3 GENERAL REGULATIONS LIABILITY

- 3.1.1 Every person using the reservoir shall be responsible for his/her health, safety, and wellbeing. The Club accepts no responsibility for the safety of any person on its premises or using the reservoir.
- 3.1.2 Group Members who conduct activities not covered by ESC RYA activities and not delivered by the Club must have their own risk assessment. The risk assessment is to be made available to the Club Secretary.

3.2 BUOYANCY

- 3.2.1 No person shall be in any boat on the reservoir without adequate personal buoyancy fastened. Wet suits are not regarded as adequate personal buoyancy. No boat shall be launched on the reservoir without approved buoyancy to class standards.
- 3.2.2 Junior members below 8 years who are not strong and confident swimmers are recommended to wear lifejackets as opposed to buoyancy aids.
- 3.2.3 Members should wear adequate personal buoyancy on the pontoon.

3.3 WET SUITS

- 3.3.1 Drysuits/wetsuits are obligatory for any person on the water, other than in a powerboat, between the dates of the 1st November and the 30th April. Powerboat crew must be appropriately dressed for the conditions.

3.4 INSURANCE

- 3.4.1 All boats using the reservoir shall be insured against third party risks to the minimum sum of £3,000,000.

3.5 DISINFECTION

- 3.5.1 Any boat, launching trolley or other article brought onto the Club premises shall be disinfected before being brought into contact with the water. There is a spray disinfectant in the boat house. If the spray is unavailable the equipment should be thoroughly washed by mop and bucket.



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3.6 SAFETY

- 3.6.1 No sailing shall take place unless at least one safety boat is manned by a member capable of launching, starting, and driving it. Safety boats shall not be used for any purpose other than rescue without the express authority of the Duty Person or Senior Instructor on site. No boat shall sail close to the line of white buoys in front of the safety net or inside any of the creeks.

3.7 INSTRUCTIONS

- 3.7.1 All helmsmen and crews shall comply with the instructions of the Duty Person and Senior Instructor on site (as regards rescue, launching and beaching).

3.8 FISHING

- 3.8.1 Boats shall not be used for fishing.

3.9 SWIMMING

- 3.9.1 No person shall swim or wade from choice however sailing members are expected to be confident in the water whilst wearing a buoyancy aid.

3.10 LAUNCHING AND BEACHING

- 3.10.1 Except in emergency, boats being launched shall have precedence on the slipway over boats being beached. Launching trolleys should be removed clear of the water once a dinghy has been launched as submerged or semi-submerged trolleys pose a safety hazard to other sailors and their dinghies.
- 3.10.2 Boats should not be routinely landed on the edges of the reservoir outside the sailing club boundary.

3.11 COMPOUND SPACE

- 3.11.1 Every boat-owning member shall be allotted space for his/her boat in the boat compound. No member shall leave his/her boat elsewhere overnight and a boat shall be returned to its space at any time when not being sailed if the Duty Person so requires. The occupant of a boat space in the compound shall be responsible for maintaining it in a tidy condition. Every boat owner shall make such provision for securing his boat as the General Committee shall from time to time prescribe.

3.12 PERSONAL EQUIPMENT

- 3.12.1 Every person leaving a boat or other equipment on the Club's premises shall accept full responsibility for any damage to it. The Club accepts no liability to make good any loss however suffered.



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3.13 DINGHIES AND ASSOCIATED EQUIPMENT ABANDONED ON CLUB PREMISES

- 3.13.1 Each boat-owning member will, on receipt by the Club of an annual subscription, receive an identification sticker pertaining to the current membership year which the member must affix to his / her dinghy (dinghies) or cover(s) to facilitate their identification by Club officers. Extra identity tags will be made available on request to members to display on road trailers stored in the dinghy park. Road trailers may only be left in the dinghy park if properly secured to the designated anchorage points therein.
- 3.13.2 The Committee reserves the right to remove any dinghy or associated equipment which by the first day of June is not so identified to a separate area of the dinghy park without being liable for any loss or damage to the dinghy or associated equipment however caused.
- 3.13.3 The Committee will then contact the owner of the dinghy or associated equipment (if known) and give two months' notice in writing of the Club's intention to sell the dinghy / equipment and to deduct any monies due to the Club by way of arrears in subscription before accounting for the balance (if any) to the former member.
- 3.13.4 Alternatively, any dinghy / equipment which in the opinion of the Committee cannot be sold may, after the two months' notice, be disposed of in any manner the Committee shall think fit and any expenses incurred recovered from the former member.
- 3.13.5 Road trailers may be stored on the grass surrounding the boat park.
- 3.13.6 The Bosun or Committee may move inappropriately stored equipment.

3.14 RESTRICTIONS

- 3.14.1 Boats owned other than by individuals or guests of the Club shall not use the reservoir between 13:00 hours and 18:00 hours. on Saturdays, 10:00 hours and 18:00 hours on Sundays and after 18:30 hours on Wednesday evenings without the written consent of the Committee, which may be given to Groups in respect of boats conforming to the Club's racing classes.

3.15 INTERFERENCE

- 3.15.1 Members shall not interfere with any other private or public interest or with any wildlife.

3.16 PETS

- 3.16.1 Dogs are only allowed on club premises under strict control/on a lead.

3.17 DUTY ROSTER

- 3.17.1 Members and their families (other than children) using the Club are required to carry out the functions of race officials, safety boat crews, duty person or serve in the galley as required. This is published periodically with the Newsletter and displayed on the notice board. It is members' responsibility to acquaint themselves of their duty dates, to promptly find substitutes if unable to attend.



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3.18 CAR PARKING

- 3.18.1 Unless delivering materials or supplies to the Club House, members are required to use the car park and keep the foreshore clear for rigging and beaching boats. Members rigging boats on the foreshore must keep a clear vehicular lane to the Club House for deliveries and emergencies.

3.19 HELMETS

- 3.19.1 Helmets are available for junior members and the club recommends that they should be worn in testing conditions.

3.20 BREAKAGES

- 3.20.1 Members utilising club boats should make every effort to return them in the condition they were taken. Breakages should be reported to the Bosun or member of the Committee but ideally rectified by the person using the boat.
- 3.20.2 Breakages and defects should be recorded in the Maintenance Log which is located adjacent to the upstairs door.

3.21 SAFEGUARDING

- 3.21.1 The Club is committed to the safeguarding of children, young and vulnerable people participating in events at Errwood Sailing Club.
- 3.21.2 It is the Club's policy to safeguard children and young people taking part in boating from physical, sexual, or emotional harm. Errwood Sailing Club will take all reasonable steps to ensure that, through appropriate procedures and training, children participating in activities do so in a safe environment. We recognise that the safety and welfare of the child is paramount and that all children, whatever their age, gender, disability, culture, ethnic origin, colour, religion or belief, social status, or sexual identity, have a right to protection from abuse.
- 3.21.3 The Club will appoint a Welfare Officer whose responsibilities include acting as a voice for safeguarding within the club, working with the committee to ensure best practice is adhered to and to coordinate actions within the club, should a concern or referral arise.
- 3.21.4 The welfare office will not be a member of the coaching team, or , or related to a member of the coaching team and will be over the age of 18.

3.22 ACCIDENT BOOK

- 3.22.1 The Accident / Incidents / Near Miss Book, which is located adjacent to the upstairs clubhouse door, should be completed for every occurrence.
- 3.22.2 The committee especially encourage reporting near misses as they provide information to develop our safety procedures before accidents occur.



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4 SAILING INSTRUCTIONS

- 4.1.1 The Notification of Race and Sailing Instructions for each Race Series will be published on the club website and/or social media platforms.
- 4.1.2 Racing will be in accordance with the ISAF Racing Rules of Sailing.

5 FREE SAILING REGULATIONS

- 5.1.1 Free sailing is welcome at the club but may be restricted for certain events and subject to the adherence to the following regulations.
- 5.1.2 No person shall free sail unless he or she has righted the boat he or she is sailing or a comparable boat after capsizing, or has passed a RYA Level 1 sailing course, or is undertaking training from an instructor and the safety boat is on the water under the control of a competent person.
- 5.1.3 Boats free sailing shall keep well clear of fishermen.
- 5.1.4 Boats free sailing shall keep well clear of the race starting and finishing areas whilst starting and finishing procedures are in operation.
- 5.1.5 Sailors learning to trapeze shall do so with the appropriate mast head buoyancy installed and close support of a powerboat. These regulations do not apply to sailors trapezing competently.

6 DUTIES OF OFFICERS

6.1 DUTY-PERSON

- 6.1.1 The Duty Person's role is to be a guaranteed presence on a particular day and to facilitate sailing on that day with those present from nominally 09:00 until 16:30 (this is flexible around individual's circumstances).
- 6.1.2 The Duty Person is **NOT** assuming responsibility for sailors' safety. All **individual sailors** are responsible for ensuring their equipment, skill level and health are appropriate for the conditions on the day. Furthermore, as per club rules junior members "under 16 shall be accompanied by a guardian/carer or other appropriately experienced adult if they are sailing" who are responsible for them.
- 6.1.3 The Duty Person role will not be allocated to persons under 18. However suitably qualified and experienced persons can provide safety cover on the day regardless of age.
- 6.1.4 The Duty Person rota is published on the Club website and/or social media platforms.
- 6.1.5 Should the Duty Person become unavailable they should arrange a swap with another suitable member. The aspiration is to allocate a duty person every Saturday / Sunday throughout the year and Wednesday evenings in the summer.
- 6.1.6 The Duty Person should put a post on the club Sailing Forum on the website to confirm that sailing is available.



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- 6.1.7 The Duty Person should familiarise themselves with the Emergency Procedure & Plans which are displayed on the first notice board by the main door and the Errwood Sailing Club Operational Policy, which is held in the magazine rack by the main door.
- 6.1.8 The Duty Person should know how to open and close the facility.
- 6.1.9 The Duty Person should be familiar with launching, operating, and recovering the rescue boats and competent to provide rescue cover if required. Competent is assumed to be RYA Powerboat Level 2 or above (or equivalent skills) with personal sailing skills equivalent to RYA Adult Level 2 or above. Formal RYA qualifications are not necessary.
- 6.1.10 The Duty Person does not have to provide safety cover, but they are responsible for ensuring there is a safety boat on the water being driven by a competent helm from those present.
- 6.1.11 If the Duty Person is providing safety cover and feels the conditions are beyond those, they are comfortable providing safety cover for they should alert those present who should implement alternate safety cover or cease sailing. Members have a duty to respect the Duty Person's decision.
- 6.1.12 The Duty Person should ensure that the facility is left tidy and ensure that the changing rooms are swept or mopped as appropriate.
- 6.1.13 The Duty Person is responsible for completing the maintenance log, which is held in the magazine rack by the main door, should any breakages/ loss or damage of equipment occur.
- 6.1.14 The Duty Person should ensure equipment is returned/stowed correctly and that the facility is locked up and keys returned to correct location before leaving.
- 6.1.15 Should an accident occur the Duty Person should record the details on an Accident / Incident / Near Miss Report Form, which is held in the magazine rack by the main door and inform a member of the committee in a timely manner.
- 6.1.16 If there is a major accident (defined as an event where there is a loss of life, a serious injury, or there is substantial damage to property and/or the environment) a member of the committee should be informed immediately. Prior to their arrival the RYA Guidance on Major Incident Procedures and Crisis Communications for RYA Affiliated Clubs and Recognised Training Centres, shall be followed. This is held in the magazine rack by the main door.
- 6.1.17 The emergency contact numbers of all the committee members are available in the Office on a laminated sheet.

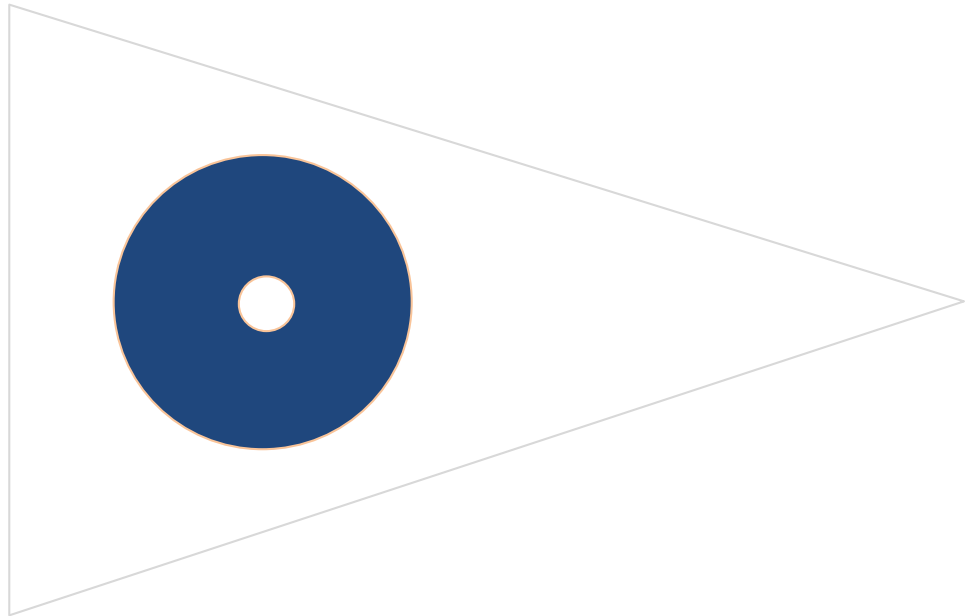


7 AMENDMENT HISTORY

Version	Significant Changes
V11	2.26 Paddling Activities Amended to reflect the results of the risk assessments and discussions with UU.



8 **BURGEE**



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