

Headlines for Officers On Duty and Assistant OODs

Arrive at the club by 9.15 – preparations include

- opening the clubhouse, turning on the water, heating water for drinks
- sorting out OOD hut, taking down shutters, putting out forms for racers to sign on & off
- getting ready & launching stand-by boat & checking wind direction from centre of lake
- ensure you have buoyancy aid & at least one wears wet/dry suit

Setting a course The course is set by the OOD and should have 2 beats, a run and a reach. The course is marked by a diagram on the board at the OOD hut. The diagram should be the final authority if a mistake has been made on the list of port and starboard roundings.

The **start** is best done from the boat – the OOD can adjust the start line more easily and is closer to the action and can inform racers if they are over the line at the start (communication from the hut to the far end of a line at the opposite bank is impossible).

The **first leg** of the course must be sailed directly into the wind. It is preferable to go round all **windward marks to port** (this means that boats on starboard sail smoothly round the mark, rounding to starboard gets very messy). Having marks where there is **no wind** makes it a lottery and it is fairer to exclude such marks and put in a temporary buoy if necessary.

Ring the bell 15 minutes before the start

The Start

Use the **help-board** to remind you of timings & flags - ensure you have all the necessary flags ready at the start, plus the hooter & stop watches.

During the race Keep an eye on the water in case anybody needs assistance.

Keep a record of the laps each boat completes - required if anybody is lapped.

The Finish The race should be completed within 60 minutes, and ideally everybody should race for **at least 45 minutes**

For **handicap racing** (several classes competing in the same race) the finish should be close to the start so that fair calculations can be made for boats completing different numbers of laps. The finish line should not be a **hook** – immediately after a boat has rounded a mark.

For **pursuit races** boats set off at different times depending on their handicap, but all stop at the same preset time. Officers should be on the water to give a 1 minute warning of the finish & to judge the order at the finish.

Check with the racers between races that the course is OK or whether it could be improved.

Working out the results. For handicap races finish times are adjusted using the PYR tables. The Records Officer is most grateful if records are clear and legible and on the right forms. Racers do like to see the results before they go home!

Arrange for the results to go to the Records Officer.

Put away the stand-by boat & engine, close up the OOD hut, switch off the water & gas and lock up the clubhouse.