



LYME REGIS SAILING CLUB Ltd

Beach Master Duty Guide

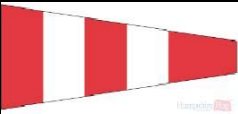



Responsibilities and required information

- The main role of the Beach Master is to be the point of contact on shore during sailing activities.
- You will be under the direction of the Race Officer (RO) throughout the racing event.
- You should be at the Sailing Club at least an hour before racing begins, in order to receive instructions from the RO, who will take initial decisions with the Duty Team on operations for the day's racing.
- Once afloat, the RO will issue instructions or seek information from you by radio.
- You should be able to use a hand-held VHF radio, which are stored on their chargers on the table near the computer terminal under the main notice board in the clubhouse.
- You are encouraged to seek appropriate radio training (e.g. Marine VHF Short Range Certificate) since otherwise you are legally limited to using channel M and M2 and not international channels (including 16) unless you are under instruction.
- The base station radio is positioned just inside the seaward fire exit in the clubhouse. You should switch on this radio and use it as necessary in addition to the hand-held radio, which you should carry with you at all times.
- If you are not familiar with the operation of the Club radios, please seek assistance prior to the date of your duty.
- Club boats normally communicate on Channel 37, to which the radios will usually be tuned when switched on. Channel 37 is also sometimes referred to as M1 or M.
- Your call sign as Beach Master is "Beach".
- The call signs for the different club boats are as follows:

Boat	Call Sign
Committee Boat	PJ
Large Humber RIB	Humber RIB
Smaller RIB	Lyme RIB
Lyme Regis Sea School RIB	Rescue 1

Before the race

- You must carry out a radio check with the RIB before it is launched.
- Also carry out a radio check with the Committee boat soon as it leaves the harbour and before the RO begins laying the course.
- Make a note of the sail numbers and classes of all boats leaving the harbour and intending to race.
- If possible, check that all sailors intending to race have signed on prior to leaving the harbour. The signing-on sheets are located on the table in the club house lobby. There is a duplicate page that you can take and refer to during the race. Leave the top copy so that late entrants can still sign on.
- Notify the RO of any boats that you know are sailing but not racing. These sailors will not be covered by the safety boats on duty for the racing and they should have permission from the RO before going afloat if they wish to sail in the vicinity of the race course.
- Monitor the radio all the time to follow what is going on at sea.
- Avoid calling the Committee Boat or RIBs at the following times:
 - While they are laying the course
 - During the start sequence for the race
 - While they are dealing with an incident
- In case of an incident maintain a listening watch and stand by to assist if asked to do so by the RO.
- Assisting single-handed sailors with their trolleys, as they go afloat is always appreciated, but is secondary to your other duties.
- Fly flag signals on the club flagstaff with the appropriate sound signals, if requested by the RO (see table below). The flags are kept in the race office.

Letter Code Signal		Sound Signals/Number of Blasts on Horn	Meaning
AP		2 blasts when raised 1 blast when lowered	Races not started are postponed
H		None	Competitors to be held ashore (e.g. on very windy days)
N over A	 	3 blasts	All races are abandoned. No more racing today

During and after the race

- Keep a listening watch on Channel 37/M1/M until all boats return to shore and you are stRO down by the RO.
- Record all club boats returning to the harbour. To make it easier to identify any boats that have not returned, all launching trolleys from 2013 onwards should have an identification tag showing the helm's surname and the boat's class and sail number.
- Assisting single-handed sailors with their trolleys as they come ashore is always appreciated but again is secondary to your other duties.

In case of emergency

- You will be advised by the RO, if there is an emergency, and should follow his/her instructions.
- For example, you may be asked by the RO to arrange for another RIB to be launched, if a number of boats have capsized and the main safety boat is overstretched.
- In the event of a boat returning with an injured person you may have to telephone 999 to call an ambulance. Refer to the LRSC Ltd Sailing (Non-instructed) Emergency Action Plan (see below).

- In any emergency seek advice from the Harbourmaster, if he is available, and, if appropriate, telephone 999 and ask for the Coastguard.
- Other Club members, who have not gone sailing, may be around in the area of the Club and they should be asked to advise and assist you with the emergency situation.
- The Coastguard Centre for this sea area is Solent.

For further information

- LRSC Ltd Race Officer (RO) Duty Guide
- LRSC Ltd Safety Boat Drivers Handbook
- LRSC Ltd Safety Boat Policy
- LRSC Ltd Sailing (Non-instructed) Emergency Action Plan.
- These and other documents are typically posted on the LRSC Ltd website under Sailing and Racing/Guides and Documents and are in the Health and Safety File on the shelf by the main noticeboard.

Beach Master for major events

- Details of these duties are covered under LRSC Ltd Sailing Risk Assessment (Major Events) and LRSC Ltd Major Events Emergency Action Plan.
- They are to be undertaken only by experienced personnel.

Beach Master duties during instructed sailing

- Details of these are covered under LRSC Ltd Risk Assessment for Sailing (Instructed) and LRSC Ltd for Sailing (Instructed) Emergency Action Plan.

[Reviewed and updated by Sally Holman (January 2016), by Chris Joyner (February 2016), Simon Clark (April 2016) and Hilton Davis (May 2018)]