

NOTES FOR RACE OFFICERS

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Race Officer Responsibilities.

- Safe and enjoyable racing
- Safety is paramount. Not only looking after the safety of the boats and crews on the water, but with an eye to turns of events that may have legal consequences for yourselves and the Club.
- The racing group turn up to have competitive fun and the course you set and your flexibility in how the day is run will have a big impact on this.

If it is your first time, we recognise that a good many tasks will be outside your comfort zone. When in doubt wait until the Officer of the Day (OD) is free and ask how to do a particular task or ask him to show you.

The Order of Events for ROs.

- Please try and arrive by 10:00. Plenty to do running up to the first race at 11:00.
- Clubhouse door opened. Power on the electrics. Fill two kettles and put on to boil.
- Open the Race hut and put out the bell and the flags for the day.
- Bail out the rescue boat. Get the fuel from the fuel store and the short shaft engine from the engine shed. The fuel store is near the entrance and secured by a padlock with the ASC code for the year as means to open it. It is marked XXXX.
- Using the winch, lower the engine onto the transom of the safety boat and make sure the two clamps are on securely before detaching the engine from the hoist. Attach the fuel line to the engine and at the other end the fuel can to its connector. Engine test start.
- Put the safety canister in the front of the boat, the oars on the side of the boat and as many buoys as you will need. Oars and safety canister are found in the hallway as you enter the Clubhouse.

In the Race Hut.

- Take a sign on sheet from the spare forms holder and clip it to a clip board. Add a pen and place this on top of the little mower shed at the bottom of the stairs.
- Take a lap sheet from the spare forms holder. Each sign on sheet has a lap chart on the back for race. Put this on another clipboard with a pen.
- The bell is easy to identify but the flags can be confusing. Most days you will need:-



Solo Class

Handicap Class

Blue Peter

Shorten Course

Buoyancy Aids Reqd.

- If you attach them in the gantry in this order you can't go wrong. The Red and Orange stripey one is usually flown at the top of the gantry, on the far right, all day. It is a requirement for everyone on the jetties or on the water to wear a buoyancy aid.

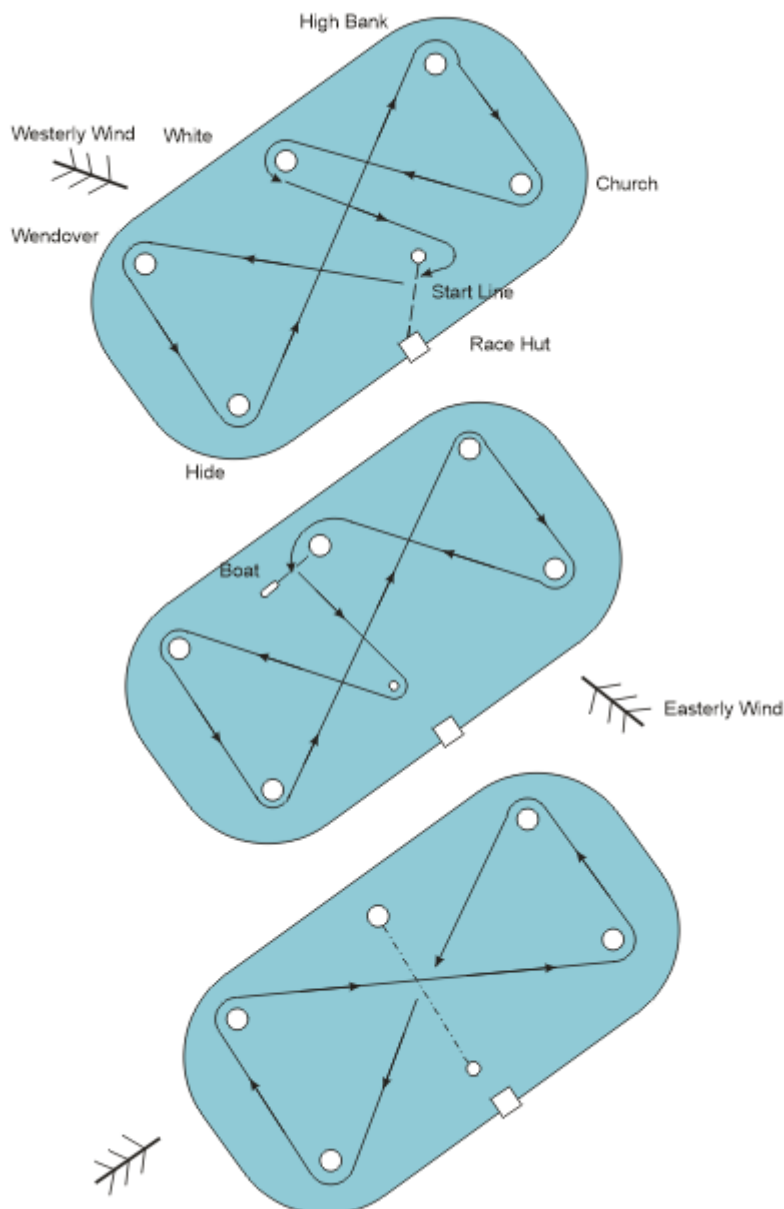
You are almost ready to start a race.

- Your trusty DO will construct a course on a big white board that should use as much of the lake as possible bearing in mind that the wind direction will cause a few areas of wind shadow. The next page is not definitive but gives an idea of some courses.

- When setting a course in the summer months please take note of where the weeds are particularly thick, as parts of the lake may be practically unnavigable.

Suggested Race Courses.

- The suggested courses are a guide. What we are trying to achieve is an into wind beat to the first mark. Possibly two into wind beats within the course or in the case of the Southerly wind, a long beat along the length of the lake.
- Don't be shy. If it is your turn to set a course, ask one of the prominent racers, they will point you in the right direction.



Starting a Mass Start Race i.e. a Points Race.

- Having set your buoys, you are now ready to contemplate starting a race.
- We use a countdown system of 9, 6, 3, Start. That is, we give the racers 9 minutes warning that a race is about to start by ringing the bell **lots of times**. A team member starts the stopwatch in the hut and swivels it around to face out so the bell ringer can see it.
Don't be shy, ring it loud and long.
- The majority of the racers will start their stopwatch now. **When is the correct warning time?** At the start of the 9-minute warning, middle, end? A good question. The Race Officer team will start the stopwatch in the hut on the first of the multiple dings. No racer will be paying much attention to the Race Officials at this point and will take a few seconds to press their stopwatches so will be a few seconds behind.
- The Race Officers will be paying close attention to the hut watch counting down and as the countdown reaches 6 minutes, as it hits 6 mins exactly the bell ringer will do a single loud ring. This is the definitive signal for 6 minutes. The racers should be looking at their watch as this approaches, and as you ring that bell, they will Sync their watches to yours.
- Having missed that chance, they have another opportunity to Sync their watches at the 3-minute bell.
- So, the watch word here is that the 9-minute bell is advisory for them, but the definitive time signals are the single **DING** at 6 and 3 minutes to go.
- **Similarly at the start**, a single ding of the bell is the audible marker for the Start of the Race. Technically the flags are the visual time markers.
- **Just to restate then, at the 9-minute bell....lots of dings.**
- **At the 6, 3 and Start only a single ding.**

So, we move on to Flags.

- The Orange and Red stripey flag is already up and stays up all day.



- In a previous help guide a full alphabet of flags were noted. Here at Aylesbury, I have only ever used the five flags mentioned earlier and when we had a GP14 fleet and a Comet fleet and a Laser fleet they had flags associated with them. So, to start with we will concentrate on the two types of races that only use the aforementioned flags.
- **Points, and Trophy.** For both of these, all the boats start together using the 9, 6, 3 Start formulae.
- **At the 9-minute** warning signal all the flags except the buoyancy flag are in the lowered position.

NO FLAGS

- When our Bellman rings the **6-minute bell**, the Flagman raises the Handicap (or Everybody Flag.)



- When the Bellman rings the **3-minutes to go bell**, our Flagman raises the Blue Peter to join the Handicap flag.



- When the Bellman rings the **Start signal** both these flags come down smartly. Purists say the visual flag signals are the accurate indication of the Start, but here at ASC they will all be looking at their watches. The Flags will be used by them to confirm whereabouts they are in the start sequence.

NO FLAGS

Starting a Pursuit Race.

The flag and bell sequence is the same as a Points race until the Start (or zero) signal is given. Both the Handicap and the Blue Peter come down, ...and a chosen Race Officer will raise the metal rectangle with a 1 on it over his head.

[All the helms will have been given a 'Start plus' time from zero to 17 ish]

Those with a time of Zero will go at the Start Time.

Those with a time of 1 will go as the RO holding the one card drops it, at **Start plus one minute**.

Those with a time of 2 will go as the RO holding the two card drops it and so on.

You will get an extra briefing if you are lucky enough to do a Pursuit Race.

Starting a Class Race.

At the moment we race three fleets. **Solo, Comet and Handicap**. We used to have two other fleets the Lasers and the GP14 fleet. In a Class Race, although you are racing in a lake full of other boats, you are only really racing against boats in your fleet.



Back in the day a five-class race had staggered starts in an attempt to keep the fleets apart, at least for the first lap or two. Each fleet would have a three-minute start interval with the faster fleets going first. So, for example:

Lasers, 3 mins, then **Solos**, 3 mins, then **GP14s**, 3 mins, then **Handicap fleet**.

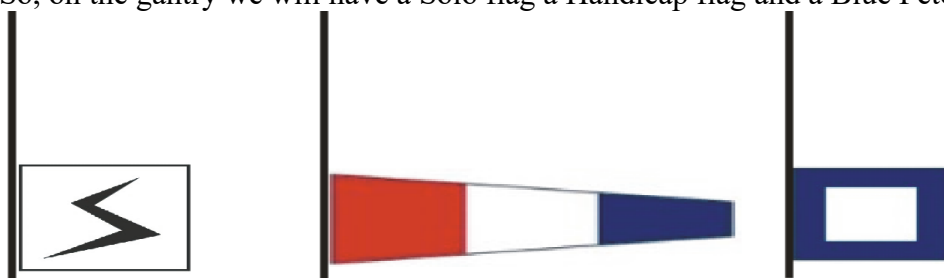
The Handicap fleet could be called the 'Everyone Else Fleet'. It included slow boats like the Mirror through to whizzbangs like the Europe.

Today we only recognise Solos and Comets as extant fleets.

To get us going let's assume we have a mixed bag of 5 Solos, 1 Comet and 3 Lasers and a GP14. Only the Solos count in this field as a fleet. The Comet sailing by itself will accrue a score in a series, but we will make it start with the Everybody Else fleet as it is on its own.

The idea is to start the classes successively. The first bell will serve to warn everyone but is the nine minute warning only for the Solos. Each of the following classes will start at intervals of three minutes after the Solos. The effect is of course to extend the starting sequence by three minutes. With two classes to start we are going to have a 12, 9, 3, 0 countdown to get the Solos away first.

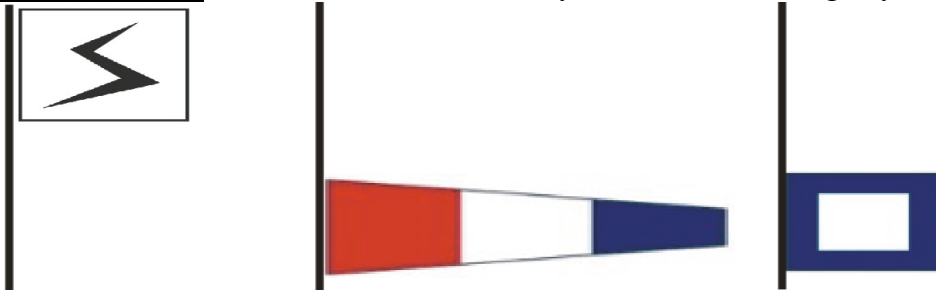
So, on the gantry we will have a Solo flag a Handicap flag and a Blue Peter.



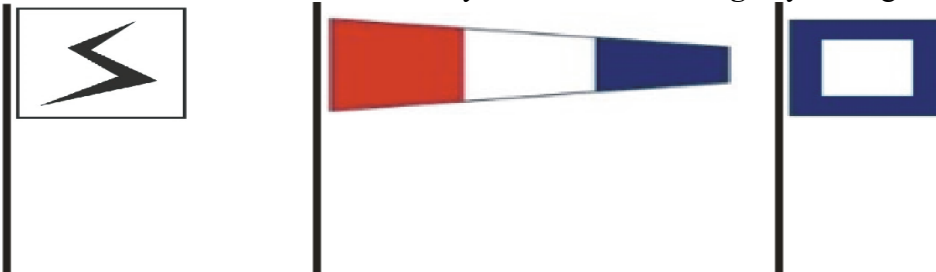
At 12 minutes (Normal 9 plus 3min for each separate class) we do the warning bell, lots of dings, have fun. **Start the stopwatch.**

NO FLAGS ARE UP YET

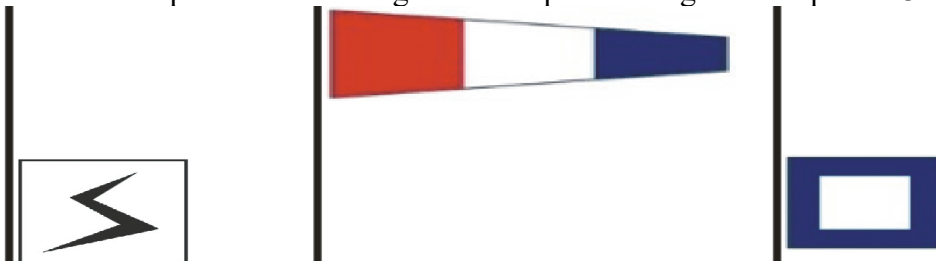
At 9 minutes we warn the Solo Class they have **6 minutes** to go by raising their flag.



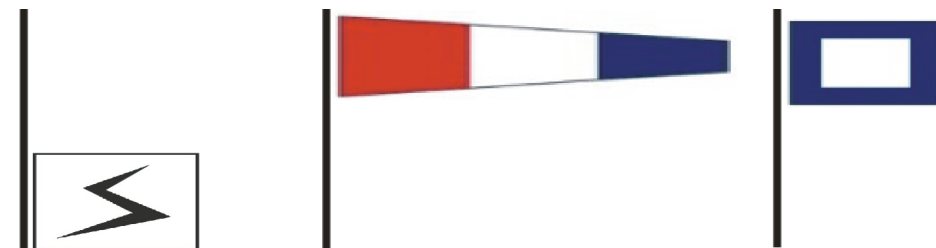
At 6 minutes we warn the Handicap Fleet by raising their flag and,
We warn the Solos they have **3 minutes to go** by raising the Blue Peter



At 3 minutes, Solos are started by lowering their flag and the Blue Peter.
After a short pause Blue Peter goes back up indicating Handicap have 3 minutes to go.

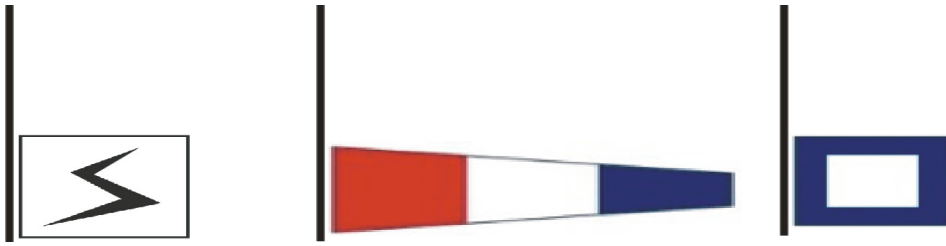


Pause



At Zero minutes.

The Bellman dings the last bell, the clock says zero both remaining flags come down and both classes have started.



Now it's time for a coffee while they zoom around for about 45 mins.

Finishing the Race.

- **Our aim is to finish the lead boat at around 45 mins plus or minus 3-4 mins.** This allows the slower boats to finish within the allotted 60 min.
- Any boat on the water 60 mins after the start of the race is given a bell signal of lots of dings and exhorted to get off the water. They are not disqualified but their finish time will be adjusted from the time they achieved last time through the finish line. This will be done by the Sailing Sec. as the results are finalised later.
- During the race, the OOD will be assessing the likely number of laps that the lead boat will do in 45 mins. So, if the first two laps are done in 18 mins, then the average lap time should be 9 mins. So, 9 into 45 goes 5 times. Therefore, we can plan on the race finishing after 5 laps.
- As the lead boat goes round the penultimate buoy our trusty bell operator gives two distinct bells. The white/blue flag is raised to advise the fleet that the race is approaching the end. As the lead boat transits the finish line give a single bell and record the place and time on the sheet.



- As each boat follows the lead boat over the line, we finish it with a single ding and record its place, in the lap it is currently sailing and record its time.
- Even if the following boats are one, two or three laps down they are brought in now. Their times will be adjusted later by the Sailing Sec.
See the second paragraph.

Now it's time to look at the paperwork.

Recording the results.

- The Sign In sheet collates the information on who is racing. Technically, if a helm does not sign in, their result is not valid. When they are on the water I sign them in. We are a friendly club.
- Here is an example of a real Lap Chart of a Points race:

DATE 31/3/24		EVENT 1		RACE No. 1		Class Points Trophy		Race Officer Mac		AYLESBURY SAILING CLUB RACE LAP CHART				
								AOD						
								AOD						
Helm	Sail Number	SRH	1	2	3	Time	4	Time	5	Time	6	Time	7	Time
P Sheppard	5024		1	1	1	22:52	1	31:18	1	38:27	1	44:44		
A Leslie	5692		3	2	3	25:05	3	33:10	3	41:40	3	48:53		
D Tagledean	5024		2	3	2	25:00	2	33:04	2	40:52	2	48:40		
V Ozkan	5430		5	5	6	26:44	4	34:47	6	43:40	6	52:00		
D Amson	421		7	7	8	27:54	7	36:19	7	43:46	7	52:11		
K Leggatt	5684		4	4	7	26:59	6	35:24	5	43:20	5	51:42		
I Rudd	4358		6	6	5	26:00	5	34:50	4	42:20	4	50:00		
I Jones	13318		8	8	9	32:26	9	42:08	9	50:20				
R T-Jones	2		9	9	10	38:09	10	48:49						
I Sloan	108973					25:56	8	37:48	8	48:36				
I Swan	Real results					37:48		48:36						

Lead boat should do about 45 mins +/- 2 mins.			Record times of all boats as the lead boat starts final lap.													
DATE	EVENT	RACE No.	1			Class	AYLESBURY SAILING CLUB RACE LAP CHART									
			Points	Race Officer												
31/03/2024						Trophy	AOD									
							AOD									
Helm	Sail Number	S/H	1	2	3	Time	4	Time	5	Time	6	Time	7	Time		
P. Sheppard	5024		1	1	1	22.52	1	31.18	1	38.27	1	44.44				
A. Leslie	5692		3	2	3	25.02	3	33.10	3	41.40	3	48.53				
D. Ingledew	5024		2	3	2	25.00	2	33.04	2	40.52	2	48.40				
W. Czakan	5430		5	5	6	24.44	4	34.44	6	43.40	6	52.00				
D. Armson	421		7	7	8	27.54	7	36.19	7	43.46	7	52.11				
K. Leggatt	5684		4	4	7	26.59	6	35.24	5	43.20	5	51.42				
J. Rudd	4358		6	6	5	26.00	5	34.50	4	42.20	4	50.00				
I. Jowers	13318		8	8	9	32.36	9	42.08	9	50.20						
R. Thyer-Jones	2		9	9	10	38.09	10	48.49								
I. Sloan	108973				11	37.48	11	48.36								

Recording the results.

- The cleaned-up version of the Lap Chart above highlights how we want the laps recorded. A suitable volunteer writes the names of the helms in the left-hand column.
- **A wee tip,....** Record the names in the order that you expect them to perform. It makes things easy during the race. As you can see, you can't always get it right but when they come over the line each time it makes it easier to enter.
- For lap one and two we only need to write down the **position** of the helm that passes through the finish line.
- Lap three, and each following lap we enter the **position** and the **time** over the finish line.
- We do this because we plan to halt the race as the lead boat crosses the line **around** 45 mins plus or minus 3-4 mins. We then finish each trailing boat regardless of their lap count and record their position and time **in the lap that they are in**.
- Looking at the lap chart above, R. Thyer-Jones and I. Sloan only did 4 Laps. By establishing an average lap time over these four laps the Racing Secretary can predict how their times for laps 5 and 6, to give them a corrected time for the last lap. This corrected time will include a further correction regarding the PY number of the boat.
Like golf each boat type possesses a handicap number [PY or Portsmouth Yardstick] to adjust their time at the finish. A comet can be about 2 mins behind a Solo at the finish and still beat the Solo.
- Having recorded the race, the Lap Chart is communicated to the Sailing Sec. who will apply the relevant corrections to the times and then post them on the Results section of the website.

R1 - 31/03/2024

Start: Start 1, Finishes: Place

Rank	Fleet	Boat	Class	SailNo	Club	HelmName	CrewName	PY	Elapsed	Corrected	BCE	BCR	Points
1			SOLO	5024		P.Sheppard		1142	44.44	0.39.10	0.00.00	1142	1.0
2			SOLO	5692		D.Ingledew		1142	48.40	0.42.37	0.03.56	1242.414	2.0
3			SOLO	5692		A.Leslie		1142	48.53	0.42.48	0.04.09	1247.946	3.0
4			COMET	421		D.Armson		1210	52.11	0.43.08	0.04.47	1332.192	4.0
5			SOLO	4358		J.Rudd		1142	50.00	0.43.47	0.05.16	1276.453	5.0
6			SOLO	5684		K.Leggatt		1142	51.42	0.45.16	0.06.58	1319.852	6.0
7			SOLO	5430		W.Czakan		1142	52.00	0.45.32	0.07.16	1327.511	7.0
8			ILCA 7 / Laser	13318		I.Jowers		1102	50.20	0.54.49	0.14.22	1541.955	8.0
9			RS QUBA	2		R.Thyrer-Jones		1295	48.49	0.56.33	0.15.00	1869.365	9.0
10			ILCA 7 / Laser	108973		I.Sloan		1102	48.36	1.06.09	0.19.49	1861.069	10.0
11			SOLO			M.Cleland		1142	OOD				12.0
12			SOLO	4496		N. Lister		1142	DNC				13.0

- From the results table we can see that Phil Sheppard and Dean Ingledew's times are reduced from the raw times by about 5 mins, whilst the Lasers had their times increased by about 5 mins (because in this case they completed a laps fewer than the boats ahead).
- Also note that Mac Cleland was OOD and scored notional points for being on duty. The OOD scores points equivalent to the average points s/he has scored in that series to date.

End of the day

All that remains to do now is collect any buoys, and put away the boat, tidy away the flags and bell, shut up the hut etc.

While the crews derig their boats, we ask that you close the gates to the jetties and ramps.

One last request is to take the days rubbish from the Clubhouse home with you.

Thanks for doing your duty!