

# Wilsonian Sailing Club



## Operating procedure for Power Boating

### Scope

Wilsonian Sailing Club is a Royal Yachting Association (RYA) Recognised Training Centre, it provides activities that it has been certificated to provide by the RYA.

These include:

#### **Powerboat Courses**

Power boat Level 1 Course

Power boat Level 2 Course

Safety Boat Course

### Responsibility for the activity

The above activities can only be provided with the authorisation of the Training Principal, Chief powerboat Instructor and the overseeing of the activity by a senior Instructor.

### Pre session Checks

- 1. Safety boats are checked at the beginning of the day before a session starts, there is a check list posted in each of the boat houses and held in each boats bag.**
  
- 2. Power Boats will be checked at the beginning of the day before a session starts check:**
  - a) Follow the Power Boat check list posted in the boat houses and held in each boats bag.
  
- 3. Instructor briefing to students must take place at the beginning of the session:**
  - a) Outline the session plan and outcomes being aimed for.
  - b) Use of safety equipment
  - c) Equipment being used as instruction aids
  - d) Power Boat type
  - e) Training area
  - f) Weather
  
- 4. Instructor ratio**
  - a) 3:1 for level 1 and 2.
  - b) All others 6:1, 2 boats.

## 5. First Aid

- a) All Instructors hold an appropriate and up to date 1<sup>st</sup> Aid certificate.
- b) All safety boats carry 1<sup>st</sup> Aid Kits (minimum RYA recommended contents). Survival bags and space blankets.
- c) 1<sup>st</sup> aid kit behind the bar next to the till (1<sup>st</sup> response kit)
- d) Stretcher in committee room
- e) Casualty if possible is to be moved to the committee room.

## 6. Safety equipment

Each power boat is equipped with safety equipment in addition to 1<sup>st</sup> Aid Kits.

- i. Throw lines
- ii. Flares
- iii. Anchor
- iv. Kill cord
- v. Spare fuel tank (Ribs)
- vi. Safety knife
- vii. Mooring lines (Ribs)
- viii. Signal Flags
- ix. Fire extinguisher
- x. Ribs radar reflector on A frame
- xi. Ribs GPS

## 7. Activity Group Leader

To be identified by Power Boat Instructor.

## 8. Weather

The weather conditions must be taken note of and activities must reflect the ability of the students on the water.

Heat / sun stroke may lead to dehydration students must be advised of this hazard.

- a) Protective clothing wearing hats.
- b) Use of sun screen
- c) Water intake (make sure water is available to students if required)
- d) Hypothermia, make sure students are suitably dressed for cold conditions.

### **9. Medical Information**

- a) Chief Power Boat Instructor or Advanced Instructor must be aware of any relevant medical information provided by the student, parent or guardian.
- b) Medical information must be documented on the course application form or parental consent form.
- c) Remember this information is confidential.

### **10. Water Confidence**

- a) All students will be fitted with buoyancy.
- b) If beginners assist in selecting a correct size buoyancy aid.
- c) Assess students swimming capability, ask if there are any non-swimmers.
- d) For Intermediate and advanced courses 150kN inflatable life jackets should be used.

### **11. Student Briefing**

- a) Brief as per briefing sheet Power Boat.
- b) Session plan for students.
- c) Boating area for course.
- d) Time to be back to Wilsonian Sailing Club.

### **12. Return to Shore**

- a) Make sure all students are accounted for.
- b) Return boats to Wilsonian Sailing Club dinghy park boat houses.
- c) Clean all boats.
- d) Return all equipment to storage areas.
- e) Any defects log in the CDO (Chief Duty Officer) log and inform the Bosun.
- f) Wash the power boat engines as directed by Helm.
- g) Secure all safety boats.
- h) Debrief the students.

### **13. In the Event of an Accident**

- a) Report any accident to the training Principal, Chief Sailing Instructor, Chief Power Boat Instructor or Instructor in charge.
- b) Follow the health and safety policy.
- c) Document the accident in the accident book.
- d) Enter a full report in the CDO (Chief Duty Officer) book.
- e) Instigate the major incident policy (WSC RTC 19) if required.

Referred documents

Health and Safety Policy  
Child / Vulnerable Persons Policy  
Briefing Power Boating SOP