

OSC 2021 Dinghy Sailing COVID-19 guidelines

Version 3 Valid from 26/4/2021

Based on RYA Scotland Protection Levels V 6.1

Changes for version 2 are highlighted in red (all have been superseded by version 3 changes). Added/edited points for version 3 are in blue, and removed points are in blue ~~striketrough~~

This document is developed from the previous OSC guidelines document:
OSC informal dinghy sailing sessions, version 3 from the 7/7/2020

Principles

- A safe, fun and relaxed dinghy sailing opportunity for our members
- Compliant with Scot Gov and RYA Scotland Guidance
- Practical in terms of operation and volunteer effort
- OSC seen to be a responsible community organisation
- Use of helpers to control/communicate access rather than lots of signage and tape.

Aims

- For OSC to provide dinghy sailing opportunities and training for its members with access to OSC equipment/boats and with safety boat cover.
- Informal sailing, training and racing activities to be arranged, minimising risks of rescue being required and allowing staggered launch and recovery

General

- These guidelines will be updated, in line with RYA Scotland Guidance, as restrictions on activity change. The most recent version will be available on the OSC website and will be sent out to all members whenever a change is made. All changes from the previous version will be highlighted in the document (version 2 = red, version 3 = blue).
- A total maximum of 50 people may participate in any session. This includes all sailors, safety boat crews, instructors and any others who may have to be within 2m of any participant. Onshore helpers and any others involved in the OSC activity who will not end up close to participants are not included in the total, but should be kept to the minimum number required to run the event. Parents dropping off or collecting children or vulnerable adults are also excluded from the total, however if they are staying to watch this must be done outwith the boatpark and following Scottish Government guidance as this is not part of OSC activities.
- Contact Tracing details of all participants will be recorded before the beginning of activity and retained for at least 21 days. Data retention will be in line with OSC's Data Protection Policy
- ~~Each boat must be "skipped" by a sailor capable of sailing around a shallow triangle, and who is confident in the conditions on the day. However, we must recognise that some competent sailors may be rusty in the initial sessions.~~
- If there aren't sufficient helpers on shore to manage the event it will be cancelled

Communication

- Any briefing or meetings will take place in the dinghy park

- All helpers must be familiar with the plan and willing to undertake tasks allocated.

Going Afloat

- The decision to go afloat and what activities take place will be taken with an assessment of the weather that reduces the likelihood of rescue being required.
- In order to stop the number of members in boatyard at one time becoming too much to easily allow social distancing, members will be asked to wait if it is too busy when they arrive or want to go ashore

Control of Facilities/Equipment

- During informal sailing or Monday Mayhem there will be a helper assigned to cover the shed, shore and clubhouse. They will have radio contact with the safety boats
- SIGNAGE on shed door “1 in – 1 out”
- SIGNAGE on clubhouse door “1 in – 1 out”
- Shore helper (where applicable) or instructor during training:
 - Controlling access to the shed (1 in, 1 out) for members collecting personal or club equipment.
 - Advise/assist with rigging
 - Visual check of boats prior to launching
 - Overseeing cleaning/sanitising of equipment
 - Controlling access to the clubhouse (1 in, 1 out) for members needing the toilet
 - Collecting and signing out wetsuit/buoyancy aid/helmet for members as required
 - Safety oversight of the sailing area

Safety Boat Cover

- Safety boats number (1 or 2) appropriate to the number of dinghies on the water, experience and weather
- ~~Household group helm and crew, or suitably experienced and physically able single handed helm~~
- Safety boats may be crewed by people from different households, however they should where possible avoid sitting close together whilst facing each other.
- Mixed household safety boat crews should wherever possible remain the same throughout a session
- PPE (hand sanitiser, masks/visor and gloves) provided to use as necessary
- If there is a need to assist someone from the water, PPE must be worn **unless there is a time-critical incident**
- Experienced helms and capable crews, aiming to avoid rescue from water where possible, e.g. helping capsizes from the masthead, coaching self rescue
- If someone is struggling and likely needing to be rescued during the session, then the safety boat crew may decide to ask them to sail to shore, tow them, or get them to climb into the rescue boat to be taken ashore so they can remain socially distant, and do not need rescued from the water
- If rescue/lift ashore is required the sailor will sit at the stern of boat maximising distance from the helm and crew
- ~~Investigate rigging a strop/step for sailors to self-help into the safety boat~~

- Anyone rescued or assisted ashore will be taken to the pontoon, where (if present) their responsible adult can help them from the boat and dry/apply first aid etc. as required, with first aid kit supplied by the shore helper.

Emergency Situations

- During informal sailing and Monday Mayhem, boats will be assigned either the pontoon (all large boats and some singlehanders) or the beach (other singlehanders) to go to if a mass ashore call is necessary (5 whistles signal) to prevent overcrowding on the beach. This signal will be avoided as far as possible
- A full first aid kit is available at the shed
- PPE to be available in the shed for first aid purposes
- Any incidents requiring hospital treatment will be assessed on a case-by-case basis, with regard to severity, presence of another family member, transport, etc.
- If a safety boat becomes disabled then boats need to return to shore

Personal Equipment (Buoyancy Aid - BA, Wetsuit, Helmet etc.)

- No indoor changing facilities will be made available
- Access to club equipment (BA, wetsuits, helmets) will be controlled by the clubhouse helper
- Helmets will be worn by inexperienced under 12s in addition to wetsuit and BA to reduce risk of rescue being necessary
- Wetsuits and BAs that are regularly used will be signed out to one household, stored at home and returned clean and dry at the end of the course or season. Where sailors are only temporary members or are not intending on attending regularly equipment will be returned at the end of the session and washed using sterilising tablets

Boatshed & Club Boats

- One household group in the boatshed at a time, monitored by shore helper
- Doors will be fully opened as long as possible to encourage ventilation
- Boats will be assigned to sailors at the beginning of each session. Boats may be crewed by people from different households, however they should where possible avoid sitting close together whilst facing each other
- Mixed household crews must remain the same throughout the session
- Sailors will rig their boat(s), with advice from shore helper, any physical assistance to be done with social distancing and use of hand sanitiser by shore helper
- Boats will be cleaned at the end of each session with particular care taken with sanitation of tiller extensions
- Any breakages will be reported to shore helper and put out of use. Equipment will also be looked over as it is taken out
- All boats will be checked over by shore helper for issues or rigging mistakes before launching

Launch & Recovery

- ~~Small boats (Toppers, Picos and Fevas) will be launched by one household group where possible (if assistance is necessary then social distancing must be followed), one at a time to allow space for launching/storage of trolley/recovery~~

- ~~Large boats (Bahia, Fireflies) will be launched/recovered by max 2 household groups where social distancing is possible (pulling from bow and pushing at stern); consideration given to if this will be possible due to tide and strength of groups before using large boats.~~
- Social distancing must be followed wherever possible during launch and recovery, and any assistance should be given by the shore helper or someone else who is in the activity bubble
- Safety cover will consider the time required to stagger recovery and cleaning/pack-up of boats and start sending boats ashore one at a time sufficiently before the end of the session/dark

Toilets/Clubhouse

- The male toilet/shower/changing will remain closed
- The female toilet will be used as unisex toilet
- Only one person will be allowed in the clubhouse at a time (or with responsible adult if a child), managed by the shore helper.
- Outer doors to the women's changing room will be wedged open so no use of handles.
- Antiviral wipes/spray must be used by member (or responsible adult) to wipe down taps, cubicle handle/lock, flush, and toilet after every use.
- SIGNAGE on toilet door with instructions for cleaning
- Regular cleaning of toilet area by clubhouse helper and at least after every session where the toilet has been used.
- The race office may be used to run racing by one household only. The door to the race office should remain closed and windows used for ventilation.
- The clubhouse may be used for indoor tuition during training courses, with the following procedures:
 - Facemasks must be worn where 2m distancing cannot be maintained
 - Windows should be opened to allow ventilation
 - Consideration should be given to minimising contact between people or the sharing of equipment
 - Use must be arranged in advance and all tables, chairs, equipment etc used must be wiped down fully after use

Risk Assessment for virus transmission

Location	Risk	Level of Risk	Mitigation	Revised Risk	Notes
Club Toilet	Indoor proximity Common surfaces	Medium	<ul style="list-style-type: none"> ● 1 in 1 out ● Single toilet in operation ● Hand sanitiser in place ● Regular cleaning with anti-viral ● Minimising use of door handles 	Low	Signage Cleaning products Hand sanitiser
Club House	Indoor proximity	Medium	<ul style="list-style-type: none"> ● 1 in 1 out ● Hand sanitiser in place ● 2m distancing when required ● Shore helper control 	Low	Signage Hand Sanitiser
Wetsuit/BA/Helmet	Surfaces	Low	<ul style="list-style-type: none"> ● Hand sanitiser in place ● Equipment retained by the member 	Low	Hand Sanitiser
Dinghy Park	Outdoor proximity	Medium/Low	<ul style="list-style-type: none"> ● 2m distancing when required ● Shore helper control 	Low	
Dinghies	Surfaces	Low	<ul style="list-style-type: none"> ● Washed after use ● Left for 3 days between use 	Low	
Dinghy Equipment	Surfaces	Medium	<ul style="list-style-type: none"> ● Washed after use ● Tiller extensions sanitised ● Left for 3 days between use 	Low	Cleaning products
Shed	Indoor proximity	Medium	<ul style="list-style-type: none"> ● 1 in 1 out 	Low	Signage Sanitiser

			<ul style="list-style-type: none"> ● 2m distancing when required ● Hand sanitiser in place ● Minimising use of door handles ● Shore helper control 		
Launch/Recovery	Outdoor proximity	Medium/Low	<ul style="list-style-type: none"> ● 2m distancing when required ● Shore helper control 	Low	
On the water	Outdoor proximity	Low	<ul style="list-style-type: none"> ● Sailing solo or family group ● No exchange of crew 	Low	
Safety Boat	Outdoor proximity	Medium	<ul style="list-style-type: none"> ● Family helm/crew ● Maximum distancing when carrying casualty ● Assist dinghies from a distance where possible 	Low	
Casualty Recovery	Close proximity	High	<ul style="list-style-type: none"> ● PPE to be worn by safety boat crew ● Minimise handling ● Casualty to be separated from helm/crew once onboard, seated at stern ● Wearing helmets by under 12s 	Low	PPE and sanitiser
Casualty Landing	Outdoor proximity	Medium	<ul style="list-style-type: none"> ● 2m distancing when required ● Assistance by accompanying adult 	Low	

Casualty First Aid	Close proximity	High	<ul style="list-style-type: none">● 2m distancing when required● PPE to be worn if 2m can't be maintained● Accompanying adult to apply first aid, advised by shore support	Low	PPE
--------------------	-----------------	------	--	-----	-----