

**Review about junior program operational safety and training**

Topics	Examples of responses
<b>Safety policies and checklists currently in place. Attach sample documents, if available.</b>	We have an emergency response plan that is used by the junior sailing instructors, as well as club member operators of race support boats for our adult racing series. At the beginning of the season our waterfront and junior staff review the plan, procedures, and checklists. We make sure a laminated copy is visible/easily accessible. We also include emergency response information in our instructor handbook. And we have a safe powerboat operation session during the instructor training week.
	We enforce a Code of Conduct and Safety Procedures to assure proper and safe behavior of all junior sailors. (Sample documents provided).
	I think complacency is more often the enemy than lack of training. Overall I think we need to create a culture of safety which enables anyone to say something if they see something without being viewed as the curmudgeon of the waterfront (e.g., slow down, don't overload the coach boat, sit down in the boat, hands-in/butts in, put safety lanyards on and cell phones down, wear closed toed shoes, wear your lifejacket properly, etc. We do have a Standard Operating Procedure and a Powerboat Safety Checklist for our coach boats (17 ft Boston Whalers with 70 hp Yamaha outboards). (Sample documents provided)
	During orientation week we review the Emergency Action Plan and on-water safety. Instructors are responsible for operating their motorboat in a safe and legal matter. The harbor waters are 5 mph zone, never drive carelessly or promote horseplay. Lifejackets must be worn and zipped at all times on the water and dock. Our number one goal is to keep our sailors safe, so safety should be on our minds at all times. Have an action plan ready at all times; Inspect boats regularly to prevent gear failure; If injuries occur, immediately judge the severity and do not be afraid to call the sailing director or other instructors for help; Always fill out an "Incident Report" for every injury, even minor ones. (Sample EAP, Instructor Handbook, Float Plan and Accident Report were provided).
	Extensive written policies and procedures are included in the club's Float Plan, Instructor Handbook, Emergency Action Plan and Major Accident Incident Report form.
	Each year we run a weeklong prep session with instructors prior to the start of junior Sailing with the juniors. During that week, our Sailing Director reviews our safety procedures and policies. This includes our policy that juniors do not ride in power boats except in an emergency.
	The club has an emergency action plan for each season, from winter sailing to summer sailing. The Emergency Action Plan is published with each regatta notice.
	Club has an emergency action plan (sample provided). The standard US Sailing/Powerboating and First Aid / CPR certifications are required.
	Our club has a comprehensive 16 page safety plan for all departments, which includes an emergency response procedure (Sample documents provided).
<b>Actions taken during mid-summer 2017 to review or improve safety.</b>	We discussed the use of coach boats for taking kids to regattas and for recreation when there is no wind. We continued this practice over the summer, but will re-assess for next year. We stopped allowing our junior instructors to drive coach boats because they did not have power boat certification. We also discussed and researched propeller guards for our coach boats.
	During summer 2017 we re-visited our procedures and had a meeting with our instructors and sailors. We did review our policies and reinforced what we were already doing.
	The Standard Operating procedures and checklists are reviewed each year. We conducted an Emergency Response Drill with the local emergency responders.
	Our sailing director met with all instructors to review safety procedures.
	Specific actions included an all hands meeting with all coaching staff and club staff. We also discouraged all passengers in coach safety boats. For example, the end of summer trip to the ice cream store that had previously been on coach safety boats was switched to the club launches instead.
	We reviewed operation of powerboats with the instructors when one or more sailors are aboard ,and re-emphasized rule about no sailors being aboard except in an emergency. Club management also discussed the incident.
	Spoke with staff and sailors alike. Readjusted some policies and practical procedures for staff. Introduced a deeper line of education for sailors/students regarding how to keep themselves safe.
	Our club rewrite its emergency action plan. We discussed propeller guards and safety procedures.
	We reviewed our powerboat handling with on-the-water practical demonstrations and reviewed our kill switch policy
<b>Enhancements planned for 2018.</b>	Enhanced safety and first aid kits aboard the chase boats; Review of the past practice of allowing recreational use of powerboats when there is no wind; Implementation of propeller guards.
	We will re-visit and review/update our policies before the summer. And from two to three members or staff at our club plan to become certified as US Powerboating Instructors, so they may offer Safe Powerboat Handling and Safety & Rescue Boat Handling courses on-site.
	Each year we try to challenge the existing staff and the new staff to think critically about what we do and what we can do better.
	We intend to bring US Sailing and Powerboating training courses to our club and offer them during the two weeks leading up to the start of the program, so we can assure the quality of the instruction and check that equipment is in good working condition. Also, we were surprised during the mid-summer review that many of the younger children did not know about certain safety concerns, nor did their parents. So, we intend to use the first few days of the program next summer to spend time playing "Simon says" or other games and exercises to emphasize what to do and not to do on the water, so even an 8 year old sailor understands required safety concerns.
	Safety enhancements planned for 2018 include purchasing swimmer prop guards for most of the safety boats after extensive testing at the conclusion of our season.
	2018 will include a review of powerboat operations and a check out by a certified power boat instructor that they can operate a powerboat as expected ( this includes rescue of grounded sailboats, capsized sailboats, persons in the water and various maneuvers )
	Continuation of procedures from 2017, plus install prop guards.
	We will run an emergency drill to test the emergency action plan.
	Review existing procedures for possible enhancements, in light of the information developed in the JSA LIS review.

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<b>Experience with propeller guards. If currently installed, what influenced that decision?</b>	We have had stainless steel prop guards installed on all our dedicated jr sailing coach boats for at least five years. While the guards seem to protect well from lines or other things brushing past the propeller, I don't think they are fool-proof. The only way to insure that all sailors are safe is to keep sailors away from any engine that is running.
	No current experience with prop guards.
	A few years ago we installed a plastic ring type propeller guards on RIBs with a 50 hp and 90 hp outboard engines. In just a few short weeks both were destroyed: the 50 hp was damaged by coaches hitting things; the 90 hp prop guard appeared to have a manufacturing fault. Since we could not justify the cost of replacing them several times a season they were never reinstalled.
	We are considering installation of prop guards on all powerboats used for junior sailing. We are currently researching different products, the necessity of increasing engine horsepower, and deciding whether to install them on both the whalers and the RIBs, or just one of those two types of powerboats. We intend to do tests about effect on speed because we have doubles of the same boat types.
	Experience with the swimmer prop guards included two week testing at the end of the summer program in which we found: overall speed was the only compromise in performance. We decided that speed is not an issue as we operate almost 100% in a no wake zone. The guards will be installed on Yamaha 50 hp on Boston Whaler 17 foot boats. Our travel boats will likely not have prop guards on them. ( <a href="http://www.propguardtech.com">http://www.propguardtech.com</a> )
	We have done a fair amount of research. We have one type of guard now installed, but results are inconclusive. The guards cause damage to propellers when hitting an obstruction, but fortunately there have been no propeller strikes to people. We will be trying the Turning Point "Aegis" safety propeller on some boats when they need replacement propellers; it is designed to minimize flesh injury from a prop strike ( <a href="https://turningpointpropellers.com">https://turningpointpropellers.com</a> ).
	No past experience, but club will require prop guards on all junior sailing powerboats in 2018.
	We have not selected a prop guard. We have had mixed results with the ones that we have tested. We tested on the 4.8 ribs and 15 foot whalers. No official plan yet, although club management does intend to install guards for 2018 season.
	We have not used prop guards in the past, due to some testing by American Boating and Yacht Council that appeared to indicate across all conditions that they are more dangerous on average, (see sample ABYC report). But in response to the accident, and in anticipation that a policy may be created by the state or by the JSA LIS, we expect to install plastic concentric-ring guards on all junior program dedicated boats in 2018. We have 15 ft RIBCRAFT and 17 ft Whalers.
<b>Certification / training required or provided for powerboat operators.</b>	Our instructors from Ireland were highly skilled and certified. Most of those coaches had the Irish Sailing National Powerboat Certificate (Level 2). Going forward, we would require this level as best practice. (see description at <a href="https://www.sailing.ie/wp-content/uploads/2015/11/National-Powerboat-Certificate.pdf">https://www.sailing.ie/wp-content/uploads/2015/11/National-Powerboat-Certificate.pdf</a> )
	We require the state powerboat education certificate and the US Sailing courses for sailing instructors.
	During summer staff training we practice First AID, CPR and water rescues. All powerboat operators must show a current United States Coast Guard License, or successful completion of the state powerboat education course. They must also demonstrate practical boat handling, seamanship and responsibility equivalent the US Powerboating certification standards (see <a href="http://www.uspowerboating.com">www.uspowerboating.com</a> ). And they must agree to drug and alcohol testing.
	We have an informal training program in place because we often hire instructors who have been in our junior sailing program. As older teens they were allowed to act as junior instructors to assist the instructors on shore and on the water, without driving the coach boats. But on weekends, they may help the race committee by driving mark-set boats under supervision of the sailing director. This allows the teens to get experience driving powerboats when they are not near children.
	All coaches must have valid Safe Powerboat Handling and Level 1 certificates, or international equivalent.
	All new staff who operate power boats are required to pass Safe Powerboat Handling or equivalent training, in addition to the Level 1 sailing certification.
	All sailing staff are required to have the US Powerboating Safe Powerboat Handling certification. All staff must test out each year to assure compliance, and the club provides retraining if needed. Sailing Director checks out all Members and club provides Safety and Rescue training for race committee support people.
	State safe boating and US Powerboating certification are required.
	During our instructor training week, we include a half-day of hands on powerboat training, certify all staff annually in first aid and CPR with an on-site class, train with our local first responders, and reinforce compliance with PFD and kill switch use (instructors must sign a commitment form).