****

|  |
| --- |
| [Regatta Name] |
| [Host Club] |
| [Location] |
| [Date] |
| Classes: [list classes] |
| Open to: [areas, qualification or open, etc.] |
| Qualifier for: [delete this line for Championship regattas] |

Host club burgee

**SAILING INSTRUCTIONS**

Abbreviations:

PC - Protest Committee RC - Race Committee

OA - Organizing Authority SI - Sailing Instructions

RRS - Racing Rules of Sailing JSA - Junior Sailing Association of LIS

NoR - Notice of Race

## 1 ORGANIZING AUTHORITY

The Organizing Authority (OA) is the [Host Club] (Host) in partnership with the Junior Sailing Association of Long Island Sound (JSA).

## 2 RULES

**2.1** The regatta is governed by the following:

a. the rules as defined in the Racing Rules of Sailing (RRS)

*b. [[list classes]* Class Rules*[If Laser Class is included, Include the following:]* While the JSA accepts the use of both “ILCA” and “Laser Performance” Lasers, , as well as sails and equipment for Lasers, such acceptance is limited to JSA-sponsored events only. (see www.jsalis.org for further details.)

*c.* the Rules for JSA Events

d. the JSA Code of Conduct (attached)

e. US Sailing [SafeSport Handbook](http://www.ussailing.org/safety/safesport/)

**2.2** *[delete if on-the-water juging is not used]* Appendix P, Special Procedures for Rule 42, will apply.

**2.3** *[If the protest committee will be comprised of at least four judges and one is an experienced arbitrator]* Appendix T, Arbitration will apply.

**2.4** Appendix V1, Penalty at the Time of an Incident and Appendix V2, Penalty Taken After a Race will apply.

**2.5** The following RRS are changed:

a. RRS 61.1(a) is changed so that “A boat intending to protest about an incident that occurs in the racing area shall notify the Race Committee (RC) finish boat of her intention as soon as**5** possible after finishing, including (if possible) the boat identification number of the boat(s) being protested. The boat shall not consult with instructors, coaches, or support persons, prior to such notification.”

b. *[changes as approved by JSA Representative]*

## 3 NOTICES TO COMPETITORS

Notices will be posted on the official regatta notice board located *[location].*

**4 CHANGES TO SAILING INSTRUCTIONS**

**4.1** Any change to the Sis will be posted no fewer than 30 minutes before the Harbor Start on the day the changes take effect.

**4.2** Any change in the Harbor Start or First Warning Signal will be posted no later than the end of the protest time on the day before the changes take effect.

**5 SIGNALS MADE ASHORE**

**5.1** Signals made ashore will be displayed from *[location].* The Harbor Start will be signaled by *[description].*

**5.2** No boat shall leave the *[e.g. dock, harbor area]* until the Harbor Start has been signaled.

**5.3** When flag AP is displayed ashore, ‘1 minute’ is replaced with ‘not less than [*number]* minutes’ in the race signal AP.

## 6 SCHEDULE OF RACES

**6.1** [*number]* races are scheduled.

**6.**2 The racing schedule is as follows*: [Note: if appropriate for the venue, consider starting races later to take advantage of the breeze if it typically fills in late in the day.]*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Day** | **Date** | **Time** | **Activity (examples)** | **Location (examples)** |
|  |  |  | Registration | Main Clubhouse |
|  |  |  | Measurement and Equipment Check | Dry-sail Area |
|  |  |  | Instructors’ Meeting | Junior Clubhouse |
|  |  |  | Competitors’ Meeting | Junior Clubhouse |
|  |  |  | Harbor Start | 10:30 AM |
|  |  |  | First Warning Signal | 11:15 AM |
|  |  |  | Lunch | On the Water |
|  |  |  | Dinner | Main Clubhouse |
|  |  |  | Host Pickup | Front of Clubhouse |
|  |  |  | Curfew for all housed competitors |  |
|  |  |  | Presentation of Awards | Front Lawn |

**6.3** Flag A displayed, with no sound, while boats are finishing means ‘No more racing today’.

**6.4** No warning signal will be made after *[time]* on *[day and date of last racing day]*.

**7 CLASS FLAGS**

The class flags will be:

*[Class]* *[Description of Flag]*

*[Class]* *[Description of Flag]*

*[Class]* *[Description of Flag]*

[*For Optimist events* If the Optimist fleet is divided by age, or in randomly assigned sets, the class flags will be a colored flag matching the color of the age group, or the streamer assigned by the Organizing Authority. Boats shall display the assigned streamer from the top of their sprit pole at all times while racing.]

**8 RACING AREA**

The racing area will be [*describe the waters in relation to the club, and if possible, include a chart as an attachment*].

## 9 THE COURSES

*[The course diagrams are attached to these instructions. Choose the appropriate diagrams from the pages attached to this template*] The courses shall be *[text description]* as shown in the diagram(s) attached.

**9.1** For all courses the starting and finishing lines, including the marks that bound them, are an obstruction except when starting or finishing. Boats may pass on either side, but shall not pass through the line on a first or second leeward leg, or on a second windward leg, [If the start/finish line is to be closed, it must be defined as an obstruction as above. If it is to be open, the recommended instruction is, “For all courses the starting and finishing marks are only marks of the course when starting or finishing. Boats may pass through the starting and finishing line on a first or second leeward leg or on a second windward leg.”]

**9.2** The identifying letter of the course to be sailed will be displayed from the RC signal boat before or with the warning signal for each class. The number ‘2’ displayed next to or below the course letter means twice around.

**9.3** No later than the warning signal the RC signal boat may display the approximate compass bearing of the first leg.

**10 MARKS**

**10.1** Original marks will be *[describe shape and color]*. It should be noted that the color of the marks depicted in any course diagram should not be construed as the color marks to be actually used.

**10.2** New marks as provided in SI 12 will be *[describe shape and ideally a different color, or same color with a black band].*

**10.3** The starting and finishing marks will be a Race Committee signal boat and a *[describe shape and color]*.

**10.4** [If there is an offset mark: “The offset mark for course W will be *[describe shape and color]*.

**11 THE START**

*[The Race Committee may select either RRS 26 (five-minute sequence) or Appendix U (audible-signal with three-minute sequence). Delete the unused sequence from the two shown below.]* *[delete if not used - RRS 26 – five-minute sequence]*

**11.1** Races will be started by using RRS 26

11.2 A boat starting later than four minutes after her starting signal will be scored Did Not Start (DNS) without a hearing. This changes RRS 35, 63.1 and A5,

**11.3** *[delete if not used - Appendix U, audible-signal with three-minute sequence]* Races will be started using Appendix U, “Audible-Signal Racing System” and changed as follows: U3 (signals): Audible signals shall govern and the following supplemental visual signals will be used: The class flag of the class to start will be hoisted with the warning signal and will be dropped at the start. If either RRS 30.1 (the “I flag rule”), RRS 30.2 (the “Z flag rule”), or RRS 30.3 (the “U flag rule”) is in effect, the appropriate flag will be displayed with or before the warning signal and will be dropped one minute before the start.

**11.4** A boat starting later than two minutes after her starting signal will be scored Did Not Start (DNS) without a hearing. This changes RRS A5.

*[The following instructions apply to either of the above starting methods, and should be numbered accordingly in sequence*.*]*

**11.5** The starting line will be between a staff displaying an orange flag on the starboard end and a mark or flag on the port end. Classes will start in the order shown in SI 6 unless modified by the Race Committee. If there is more than one class, after the start of the preceding class, the Race Committee will begin a new starting sequence.

**11.6** A series of short sounds will be used to call attention just before each warning signal.

**11.7** Boats whose warning signal has not been made shall avoid the starting area during the starting sequence for other races.

*[For Optimist age groups only choose 11.7 A or B below, and delete the other. For other boat classes delete 10.8 A and B]*

*[Optimist option A:]*

All three age groups (Red, Blue, and White) will start and race together. (*Note: this is required for JSA Optimist Champs, and is also the recommended method for each Optimist Champs qualifier event in JSA Areas A, B and C*).

*[Optimist option B:]*

The Red and Blue age groups will start and race together. The White age group will race separately.

**12 RECALLS OF OCS BOATS**

**12.1** When an individual recall is signaled, the RC will attempt to hail the sail numbers of all boats that are OCS. This changes RRS 29.1.

**12.2** If code flag “I” and/or “Z” and/or “U” or the black flag has been displayed, the RC will attempt to hail the sail number(s) of boats on the course side of the starting line **during the minute** before her starting signal.

**12.3** Failure of the RC’s amplification system, the order of the hails, or failure of a boat to hear her number hailed shall not be grounds for a boat to request redress. This changes RRS 62.1.

**13 CHANGE OF THE NEXT LEG OF THE COURSE**

To change the next leg of the course, the RC will lay a new mark (or move the finishing line) and remove the original mark as soon as practicable. When in a subsequent change a new mark is replaced, it will be replaced by an original mark.

**14 THE FINISH**

The finish line will be between a staff displaying a blue flag on the starboard end and a mark or flag on the port end.

**15 TIME LIMITS**

**15.1** Time limits for the first boat in each class to finish [and to pass Mark 1] shall be as follows:

Class Time limit *[delete if not used - Mark 1 time limit]*

……………. …………. …………..

……………. …………. …………..

……………. …………. …………..

*[delete if not used -* If no boat has passed Mark 1 within the Mark 1 time limit the race will be abandoned.]

**15.2** *For fleets that have all boats starting at the same time]* Boats failing to finish within 35 minutes after the first boat in their class sails the course and finishes will be scored Time Limit Expired (TLE) without a hearing. They shall receive points equal to the number of boats finishing before the time limit expired plus 2 points, but not worse than DNF. This changes RRS 35, 63.1, A4 and A5.

*[For large fleets that are split into sets for each race, such as Optimists]* Boats failing to finish within 35 minutes after the first boat in a set sails the course and finishes will be scored Did Not Finish (DNF) without a hearing. This instruction changes RRS 35, 63.1, A4 and A5.

**16 PROTESTS AND REQUESTS FOR REDRESS**

**16.1** Protest forms are available at the race office located at *[location]*. Protests and requests for redress or reopening shall be delivered there within the appropriate time limit.

**16.2** For each class, the protest time limit is *[number]* minutes after the RC signal boat docks, which will be posted promptly on the notice board.

**16.3** Notices will be posted no later than 30 minutes after the protest time limit to inform competitors of hearings in which they are parties or named as witnesses. Hearings will be held in the protest room, located *[location]* as soon as practicable.

**16.4** Notices of protests by the RC, technical committee or PC will be posted before the protest time limit to inform boats under RRS 61.1(b).

**16.5** Redress Hearings: Any competitor who may wish to become a party to a scheduled redress hearing, should: 1) check the daily “schedule of protest hearings” that the protest committee will post on the official notice board describing the nature of the redress request and the time of the hearing, and 2) submit a written request to participate in the hearing to the protest committee before it begins.

**16.6** If the RC posts a list of boats scored OCS, ZFP, UFD,BFD or NSC (RRS 29.1 and 30.1-30.4) on the official notice board before the protest time limit, a request for redress based on such a posted score shall be made no later than one hour after the protest time limit. This instruction changes the US Sailing prescription to 63.2.

**16.7** Protests under SI 4.2, 18 and 19 may be made only by the RC or PC. This changes RRS 30.1.

**16.8** Protests regarding infractions of JSA rules or SI 10, 18, 19 may be subject to a lesser penalty than DSQ at the discretion of the PC. Please see JSA Rule 4.

## 17 SCORING

**17.1** *[Number]* races are scheduled. One race is required to be completed to constitute a series.

**17.2** When fewer than six (6) races have been completed, a boat’s series score will be the total of her race scores. When six (6) to ten (10) races have been completed, a boat’s series score will be the total of her race scores excluding her worst score. When eleven (11) or more races have been completed, a boat’s series score will be the total of her race scores excluding her two worst scores. [*If applicable***:** “In the event there are more than *[number]* competitors in a fleet, the fleet may be divided randomly by the race committee into sets.”]

**17.3** Divisions that start together will be scored overall (*e.g., Optimist Red, Blue and White age groups may race as one fleet, even if separate sets*).

## 18 SAFETY REGULATIONS

**18.1** Before the first warning signal for each day, all boats shall check in with RC by sailing on starboard tack or towing past the stern of the anchored RC signal boat and hailing their sail number until acknowledged by a committee member.

**18.2** A boat that retires from a race shall notify a RC boat before leaving the race area.  If this is not possible, the competitor shall notify a regatta representative immediately after arriving ashore.

## 19 SUPPORT VESSELS

**19.1** Instructors, coaches and other support persons and spectators shall stay outside areas where boats are racing from the time of the preparatory signal for the first class to start until all boats have finished or retired, or the Race Committee signals a postponement or abandonment. [*The host club may specify a separation distance, for example, ...stay at least 100 yards away from any racing boat and move slowly and with minimal wake, except where permitted in this instruction*]. Coaching is not permitted after a general recall.

* 1. Coaches and support personnel shall monitor the Race Committee VHF channel and follow any safety instructions issued by the Race Committee. The VHF channel to be used will be identified at the Instructors’ Meeting.
  2. When the Race Committee displays flag V with one sound, all boats and official and support vessels shall, if possible, monitor the Race Committee communication channel for search and rescue instructions.

1. **RADIO COMMUNICATION**

Except in an emergency, a boat shall neither make radio transmissions while racing nor receive radio communications of any kind. This restriction also applies to mobile telephones and any other wireless devices.

1. **DRONE USAGE**

Drones are not allowed at the event unless they are authorized by the Organizing Authority (OA). Content from OA authorized drones should not be used for coaching during the event. If the content is used for coaching (or other similar purposes) it shall be made available to all competitors at the same time and not during competition hours. Further, the content shall be made available to the JSA for promotional purposes by promptly emailing said content to [news@jsalis.org](mailto:news@jsalis.org)."

1. **TRASH DISPOSAL**

Competitors and support persons shall not intentionally put trash in the water. This rule applies at all times while afloat. The penalty for a breach of this rule may be less than disqualification. Trash may be placed aboard support or official boats. [*Optional* Disposable water bottles will not be distributed. Water is available from official boats and support boats, and each contestant is responsible for bringing a refillable container for water.]

Regatta Chairperson: *Name Telephone Number Email*

Principal Race Officer: *Name Telephone Number Email*

Chief Judge: *Name Telephone Number Email*

[Technical Committee Chair: *Name Telephone Number Email]*

[JSA Representative *Name Telephone Number Email]*

*[Select the Course Diagrams from those available on the following pages and delete the unused pages.]*

**Junior Sailing Association of Long Island Sound**

**Code of Conduct**

**2021**

*Introduction*

The JSA Code of Conduct applies to all JSA Sailors, Parents, Coaches and anyone present in support of a sailor or an event (“Support Person”) when attending JSA Sanctioned Events. It applies from the time one arrives at the event to the time of departure, and it applies to conduct both on and off the water. The Code is intended to prescribe appropriate behavior for every aspect of participation in a JSA event. It is not intended to establish a set of rules.

*Commitment*

I promise:

* I will use my best efforts to learn and follow the Racing Rules of Sailing.
* I will be honest, fair, courteous, respectful and a good sport, whether I am winning or losing.
* I will treat competitors, coaches, regatta officials, parents, hosts and all others with respect, even if I believe that person is wrong.
* I will comply with the reasonable requests of any regatta official, USODA team coach and/or parent chaperone that may be associated with an event.
* I will respect the rules and conditions of the regatta, the Host Club or sailing venue.
* I will follow all regulations governing the operation of support craft.
* I will not use another's property without permission, steal or damage another's property.
* I will not hit, abuse, bully, make fun of or call anyone names.
* I will not swear or curse.
* I will not abuse my equipment in anger.
* I will follow all safety procedures and instructions given by race officials, regatta hosts and other responsible adults. I will promptly notify a race official, coach or responsible adult if another person is in danger.
* I will not engage in any conduct that endangers the health or safety of another competitor.
* I will not use alcohol, tobacco, or any drugs that were not prescribed specifically for me.
* I will respect the grounds of the sailing venue and the waters on which I sail, by being responsible for for my items and disposing of my trash responsibly.
* I will demonstrate “Corinthian Spirit”, meaning I will place good sportsmanship, fair play and respect for the rules above winning.

*Enforcement of the Code*

It is expected that a Sailor and his/her support group enters an Event understanding the Code. First and foremost, compliance with this Code is mandatory and, if words or actions result in a breech of the Code, the expectation is that the Sailor will report him or herself to the Organizing Authority. Alternatively, a breech of the Code may be reported by peers or others in attendance who have witnessed such an incident.

*Handling of Code Violations*

When necessary, enforcement may take the form of disciplinary action as outlined by the RRS, the US Sailing SafeSport Handbook, and the US Sailing Regulations and Bylaws.

If an incident is brought to the attention of the Organizing Authority, Event Host and/or the Protest Committee alleging that a competitor has violated this Code, the Protest Committee shall notify the competitor and conduct a hearing that meets the requirements of Part 5, Section B of the RRS. Under such circumstances, the competitor has the right to voluntarily withdraw from the event rather than proceeding with a hearing.

If the Protest Committee decides that the competitor has violated the Code and is not exonerated, it may:

1. remove some or all of the competitor’s event privileges or benefits,
2. disqualify the competitor’s boat from the race or races sailed nearest in time to that of the incident, or
3. disqualify the competitor’s boat from all races in the event and exclude the competitor from the event or venue.

Further action may be determined by the Protest Committee if warranted including considering calling a hearing under RRS 69.2(b) or remanding it to the US Sailing Review Board or SafeSport.

Under such circumstances, the Host Club Event Chair shall take disciplinary action within 48 hours and shall notify the Chair of the JSA regarding the action.

*Scoring*

When a competitor withdraws from part of an event pursuant to the Code, the scores of all completed races shall stand for the purposes of determining the seeding of subsequent rounds or stages in the event. However, that competitor’s boat/team will no longer be eligible to compete in the event, shall be removed from the final event scores, and each boat/team with a worse finishing place in the event shall be moved up one place. The same scoring applies if a boat is disqualified from the remaining races in an event.

*Parents, Coaches & Support Persons*

Parents, Coaches and Support Persons are expected to adhere to the Code and the Commitments listed above. It is expected that any violation of the Code and/or Commitments will be reported to the Organizing Authority, Event Host and/or Protest Committee and will be addressed as outlined under “Handling of Code Violations” above.

The actions that a Protest Committee may carry out for Support Person misconduct are defined in RRS 64.4. They include:

1. issue a warning;
2. exclude the person from the event or venue or remove any privileges or benefits, or
3. take any other action within its jurisdiction as provided by the rules.

The protest committee may also penalize a competitor for the breach of a rule by a support person by changing the boat’s score in a single race, up to and including DSQ, when the protest committee decides that

1. the competitor may have gained a competitive advantage as the result of the breach by the support person, or
2. that the Parent, Coach or Support Person has committed a further breach after the competitor has been warned by the protest committee that a penalty may be imposed.











