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|  |
| --- |
| [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**

*Notes:*

* *The Organizing Authority (OA) is the [Host Club] (Host) in partnership with the Junior Sailing Association of Long Island Sound (JSA).)*
* ***[DP]*** *The notation ‘[DP]’ in a rule**means that the penalty for a breach of the rule may, at the discretion of the protest committee, be less than disqualification.*

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 RULES

**1.1** 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 ILCA (Laser) Class is included, Include the following:]* While the JSA accepts the use of both “ILCA” and “Laser Performance” boats, as well as sails and equipment for such boats, 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/)

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

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

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

**1.5** The following RRS are changed:

a. RRS 61.1(a) is changed as follows: “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 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]*

**2 CHANGES TO SAILING INSTRUCTIONS**

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

**2.2** 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.

**3 COMMUNICATIONS WITH COMPETITORS**

**3.1** Notices to competitors will be posted on the official notice board located at [​<URL>]​ [​<location>]​ .

**3.2** The race office is located at ​<location>​ [, telephone ​<phone number>​][, email <email address>​].

**4 CODE OF CONDUCT**

**4.1** [DP] Competitors and support persons shall comply with reasonable requests from race officials and shall comply with the JSA Code of Conduct.

**5 SIGNALS MADE ASHORE**

**5.1** Signals made ashore will be displayed at ​<location>​.

**5.2** When flag AP is displayed ashore, ‘1 minute’ is replaced with ‘not less than <number>​ minutes’ in Race Signals AP.

**5.3** [DP] Flag D with one sound means ‘Boats [are requested not to][shall not] leave the [harbour][shore] until this signal is made. The warning signal will not be made before the scheduled time or less than ​<number>​ minutes after flag D is displayed.’

## 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** The scheduled time of the warning signal for the first race each day is ​<time>​. *[Insert the time]*.

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

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

**7 CLASS FLAGS**

**7.1** 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**

**8.1** 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

**9.1** *[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.

**9.2** 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.”]

**9.3** 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.

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

**9.5** Courses will not be shortened. This changes RRS 32. *[​Use only if required by the class rules.]*

**9.6** Legs of the course will not be changed after the preparatory signal. This changes RRS 33. ​Use only if required by the class rules or when changing the position of the marks is impracticable.

**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 13 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 OBSTRUCTIONS**

**11.1** 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.”]

**11.2** *[Include when appropriate]* The following [object(s)][line(s)][area(s)] [is][are] designated as [an] obstruction(s):​ ​Describe each object, line or ar​ea that is an obstruction. See the definition Obstruction.

**12 THE START**

**12.1** Races will be started using RRS 26.

**12.2** *[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.

**12.3** [The starting line is between staffs displaying orange flags on the starting marks.][The starting line is between a staff displaying an orange flag on the [starting mark][signal vessel] at the starboard end and the course side of the port-end starting mark.][The starting line is​<description>.​]​See RRS Race Signals Orange flag.

**12.4** A boat that does not start within <number> 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*.*]*

**12.5** 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.

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

**12.7** 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 Option A or B below, and delete the other. For other boat classes delete both Options 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.

**12.8** The following instructions shall govern recalls of OCS boats:

a. 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. If any part of a boat’s hull is on the course side of the starting line at her starting signal and she is identified, the race committee will attempt to hail her sail number. Failure to hail her number, failure of her to hear such a hail, or the order in which boats are hailed will not be grounds for a redress for request. This changes RRS 62.1(a). *[Use only when all the boats are likely to be within hailing distance.]*

b. 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.

c. 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**

**13.1** To change the next leg of the course, the race committee will move the original mark or the finishing line to a new position.][To change the next leg of the course, the race committee 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**

**14.1** The finishing line is between staffs displaying blue flags on the finishing marks.[The finishing line is between a staff displaying a blue flag on the finishing mark at the starboard end and the course side of the port end finishing mark. ][The finishing line is ​<description>​.] ​See RRS Race Signals Blue flag.

**15 PENALTY SYSTEM**

**15.1** The Scoring Penalty, RRS 44.3, applies. [The penalty is ​<number>​ places.] ​or​ [The penalty is ​<description or formula>​.​]

**15.2** For the ​<name(s)>​ class(es), RRS 44.1 is changed so that the Two-Turns Penalty is replaced by the One-Turn Penalty,

**15.3** RRS Appendix V applies with the Two-Turns penalty replaced by the One-Turn Penalty.​ ​*[Recommended when SI 15.2 is used]*.

**16 TIME LIMITS**

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

Class Race Time limit Mark 1 Time Limit Finishing Window

[delete if not used] [delete if not used]

……………. …………. ………….. …………..

……………. …………. ………….. …………..

……………. …………. ………….. …………..

**16.2** *[Include if Mark 1 Time Limit is used]* If no boat has passed the first mark within the Mark 1 Time Limit, the race will be abandoned.​

**16.3** *[Include if Finishing Window is used] The Finishing Window is the time for boats to finish after the first boat sails the course and finishes. Boats failing to finish within the Finishing Window, and not subsequently retiring, penalized or given redress, will be scored Time Limit Expired (TLE) without a hearing. A boat scored TLE shall be scored points for the finishing place two more than the points scored by the last boat that finished within the Finishing Window. This changes RRS 35, 63.1, A4 and A5.*

**16.4** *For fleets that have all boats starting at the same time]* Boats failing to finish within the Finishing Window and not subsequently retiring, penalized or given redress, 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 the Finishing Window in a set and not subsequently retiring, penalized or given redress will be scored Did Not Finish (DNF) without a hearing. This instruction changes RRS 35, 63.1, A4 and A5.

**17 HEARING REQUESTS**

**17.1** 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.

**17.2** 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.

**17.3** 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.

**17.4** 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).

**17.5** 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.

**17.6** 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.

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

**17.8** 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.

## 18 SCORING

**18.1** 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.”]

**18.2** 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*).

## 19 SAFETY REGULATIONS

**19.1** 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.

**19.2** [DP]If a boat retires from a race, the sailor(s) (or their support vessel) shall notify a RC boat before leaving the race area.  If this is not possible, the sailor(s) (or their support vessel) shall notify a regatta representative immediately after arriving ashore.

**20 REPLACEMENT OF CREW OR EQUIPMENT**

**20.1** [DP] Substitution of competitors is not allowed without prior written approval of the ​*<name of committee or role>​***.**

**20.2** Substitution of damaged or lost equipment is not allowed unless authorized in writing by the ​*<name of committee>*.​ Requests for substitution shall be made to the committee at the first reasonable opportunity, which may be after the race.

**21 EQUIPMENT AND MEASUREMENT CHECKS**

**21.1** A boat or equipment may be inspected at any time for compliance with the class rules, notice of race and sailing instructions.

**21.2** [DP] When instructed by a race official on the water, a boat shall proceed to a designated area for inspection.

**22 OFFICIAL VESSELS**

**22.1** Official vessels will be identified as follows: *​<description or table>*

**23 [DP] SUPPORT TEAMS**

**23.1** Support teams, including all support persons and support person vessels, shall comply with the support team regulations *[at ​<​URL or location>​ ​][SI Addendum <. . .>]*​ . *​[Provide an addendum or a supplement for support team regulations.]*

**23.2** Team leaders, coaches and other support persons shall stay outside areas where boats are racing from the time of the preparatory signal for the first start until all boats have finished or retired or the race committee signals a postponement, general recall or abandonment.

**23.3** Support person vessels shall be identified with *​<description>*​. *[​Insert the identification and only include if not in the NoR.]*

**23.4** The Organizing Authority may specify a separation distance. For example: ‘stay at least 100 yards away from any racing boat and move slowly with minimum wake, except as permitted in these instructions or by instruction from the Race Committee or Safety Boat.

**24 TRASH DISPOSAL**

**24.1** 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 person 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.]

**25 HAUL-OUT RESTRICTIONS**

**25.1** [DP] Boats shall not be hauled out during the event except with and according to the terms of prior written permission of the race committee. **​** *[R​eplace the race committee with the technical committee if appropriate.]*

**26 PRIZES**

## 26.1 Prizes will be awarded to the top <number> finishers in each division. Equal prizes will be awarded to helm and *crew* positions.

## 26.2 *[For Optimist events*:*]* Prizes will be awarded to the top {number} overall finishers and to the top <number> finishers in the Red, White, and Blue fleet age groups.

## 26.3 A sportsmanship trophy may be awarded at the discretion of the race committee.

**26.4** *[If applicable: “Perpetual Trophies:]* The following perpetual trophies will be awarded: {*list trophies}.* The names of winning crew members will be engraved by the JSA on each perpetual trophy.”]

**27 DRONE USAGE**

**27.1** 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)."

**28 RISK STATEMENT**

**28.1** RRS 3 states: ‘The responsibility for a boat’s decision to participate in a race or to continue to race is hers alone.’ By participating in this event each competitor agrees and acknowledges that sailing is a potentially dangerous activity with inherent risks. These risks include strong winds and rough seas, sudden changes in weather, failure of equipment, boat handling errors, poor seamanship by other boats, loss of balance on an unstable platform and fatigue resulting in increased risk of injury. ​ Inherent in the sport of sailing is the risk of permanent, catastrophic injury or death by drowning, trauma, hypothermia or other causes.​ Each venue jurisdiction may need a different or modified version of this risk statement.

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.]*











