# Template to set up an Open Meeting at YDSC for online booking

**INSTRUCTIONS**

There are three parts to the online entry:

* **The Event Page**. This is the page that they see when they click the entry in the calendar list. It has a high level summary and links to the NOR and SIs.
* **The Notice of Race**. This is linked from the main page and is a separate web page with the necessary detailed text in. (Note that we use standard SIs which are on the website, so any amendments to those need to be listed in the NOR)
* **The Online Entry Form**. This appears below the Event page for bookers to complete.

The template below has three parts to match. The suggested order is to do the Notice of Race first as the details for the Event Page and Entry Form will include information from that.

EDIT **ALL THREE** PARTS BELOW. AMEND, REPLACE OR REMOVE ALL RED TEXT. Don’t worry about paragraph numbering as it will be sorted.

This process should be finished a month before the event; that means submitted by you by 5 weeks before, processed and on the website 4 weeks before to allow time for entries. Later than that means no online details and entry on the day only.

If you get stuck, or confused, or have suggestions for improvement contact : sailingsec@yorkshiredales.sc and website@yorkshiredales.sc.

# NOTICE OF RACE

The **<EVENT TITLE>** will be held at Yorkshire Dales Sailing Club on **<DATE(S)>**. The organising authority is the Yorkshire Dales Sailing Club.

The location of Yorkshire Dales Sailing Club is:

* Address: Grimwith Reservoir, Hebden BD23 5ED
* Grid Reference: SE 06432 64203
* Lat/Long: 54.072897, -1.905250
* X: Y: X= 406432 Y= 464203
* WHAT3WORDS STRENGTH / QUILT / FRIDAY

## 1. Rules

1.1 The Event will be governed by the rules as defined in the Racing Rules of Sailing and the YDSC byelaws which are available on the club website under Club > Club Information > Constitution and Byelaws.

1.2 Competitors shall behave in accordance with the RYA Racing Charter.

## 2. Eligibility and Entry

2.1 The event is open to **<LIST OF CLASSES / VARIANTS>**

2.2 Note that competitors under 18 will require parental consent as part of their online entry.

2.3 [List any categories that are required: age, gender etc]. Age categories are defined as follows:

* Junior (under 18)
* Youth (18 – 24)
* Adult (25 – 49)
* Master (50- 64)
* Grandmaster (65+)

2.4 Entries should be made via the online booking system at <https://yorkshiredales.sc/open-meetings/>. Entry donations should be paid by Credit/Debit card as part of the online booking.

2.5 Entry fees are £?? per boat (Note: standard prices £15 single hander £20 double hander per day)

2.6 Online entries will close at 14:00 on DATE (usually the Thursday before the event – if not, please check with Sailing Sec that there will be someone around to do it). Entries **will/will not** be accepted at club on day. (Please tell the Sailing Sec who the extracted online entries should be sent to)

2.7 All competitors must register their attendance at the registration desk near the entrance to the club house upon arrival.

2.8. All competitors and parents of U18s who are UK taxpayers are requested to complete a Gift Aid form for their entry at registration whenever possible. Yorkshire Dales Sailing Club is a Registered Charity (No.1110757).

2.9. Competing boats MAY be required to display advertising chosen and supplied by the organising authority (See rule 80 and World Sailing Regulation 20).

2.10 Competitors wishing to have meals from the YDSC Galley will be asked to [ENTER ARRANGEMENT DETAILS e.g. order food and pay at the registration desk.]

## 3. Conditions of Entry

3.1 Competitors are entirely responsibly for their own safety, whether afloat or ashore and nothing, whether in the Notice of Race, Sailing Instructions or anywhere else, reduces this responsibility.

3.2 It is for the competitors to decide whether their boat is fit to sail in the conditions in which it will find itself. By launching or going afloat, the competitors confirm that their boat is fit for those conditions and that they are competent to sail and compete in them.

3.3 Nothing done by the organisers can reduce the responsibility of the owners and/or Competitors, nor will it make the organisers responsible for any loss, damage, death or Personal injury, however it may have occurred, as a result of the boat taking part in the

3.4 The organisers encompass everyone helping to run the race and the event, and include Yorkshire Dales Sailing Club, the organising authority, the race committee, the race officer, patrol boats and beach masters.

3.5 In spring and early summer (1 March to 30 June) YDSC has some restricted areas near the dinghy park and clubhouse which are for the protection of ground nesting birds. All competitors and their supporters are reminded that failure to observe these restrictions will be considered a series breach of conduct and may result in disqualification from the event.

## 4. Schedule of Races

4.1 The regatta will be a series of N races on DATES

[Add schedule below: for example:]

* Registration at the clubhouse from Saturday xx:xx hrs
* Competitor Briefing Time xx:xx hrs
* Practice Race: xx:xx hrs Delete if not applicable
* Race 1 xx:xx hrs
* Lunch Break
* 2 back to back races before lunch, 2 back to back races after lunch

4.2. No warning signal for races on the last day will be made after xx:xx hrs

**5. Sailing Instructions**

YDSC Sailing instructions can be found on the club website at: [yorkshiredales.sc/sailing-instructions-21-24/](https://yorkshiredales.sc/sailing-instructions-21-24/) and linked under Sailing > Open Meetings.

## 6. Scoring System

6.1 ONE race is required to be completed to constitute a series.

6.2 When only 2 races are completed, a boats score will be the total of her race scores.

6.3 When 3-6 races are completed, a boats score will be the total of her race scores excluding her worst score including any black flag results

6.4 If 7 or more races are completed a boats score will be the total of her race scores, excluding her 2 worst scores

6.5 Low point scoring system Appendix A will be used.

6.6 Penalty for breaking a rule in Part 2 will be two complete turns penalty. Classes that wish to amend this can post an amendment to the sailing instructions on the notice board on the morning of the races

## 7. Prizes

Prizes will be awarded to the winner, 2nd and 3rd. Other prizes may be awarded at the discretion of the organisers. The prize giving will be held soon after the conclusion of racing.

## 8. Risk Statement

8.1 Rule 4 of the Racing Rules of Sailing states: “The responsibility for a boat's decision to participate in a race or to continue racing is hers alone”

8.2 Sailing is by its nature an unpredictable sport and therefore inherently involves an element of risk. By taking part in the event, each competitor agrees and acknowledges that:-

a) They are aware of the inherent element of risk involved in the sport and accept responsibility for the exposure of themselves, their crew and their boat to such inherent risk whilst taking part in the event;

b) They are responsible for the safety of themselves, their crew, their boat and other property whether afloat or ashore;

c) They accept responsibility for any injury, damage or loss to the extent caused by their own actions or omissions;

d) Their boat is in good order, equipped to sail in the event and they are fit to participate;

e) The provision of a race management team, patrol boats and other officials and volunteers by the event organiser does not relieve them of their own responsibilities;

f) The provision of patrol boat cover is limited to such assistance, particularly in extreme weather conditions, as can be practically provided in the circumstances;

g) It is their responsibility to familiarise themselves with any risks specific to this venue or this event drawn to their attention in any rules and information produced for the venue or event and to attend any safety briefing held for the event;

## 9. Insurance

Each participating boat shall be insured with valid third-party liability insurance with a minimum cover of £3 million per event or the equivalent.

## 10. Privacy Statement

The personal information you provide to the organising authority will be used to facilitate your participation in the event. If you have agreed to be bound by the Racing Rules of Sailing and the other rules that govern the event (the rules), the legal basis for processing that personal information is contract. If you are not bound by the rules, the legal basis for processing that personal information is legitimate interest. Your personal information will be stored and used in accordance with the organising authority’s privacy policy. When required by the rules, personal information may be shared with the RYA and/or World Sailing. The results of the event and the outcome of any hearing or appeal may be published.

## 11. Further Information

For further information please contact **ADD CONTACT DETAILS**

==== End of Notice of Race ====

Additional information

Camping

1. Free camping for tents and motorhomes will be available from [e.g. Saturday evening (gates close at ~17.00) to Sunday afternoon (17:00). – need to arrange key access?]

2. Unfortunately caravans are not allowed under the terms of the YDSC lease.

3. Please follow the camping guidance to be found on [www.yorkshiredales.sc](http://www.yorkshiredales.sc) under Club > Club Information > Camping covering such matters as on where to pitch camp, use of club facilities and expected norms of behaviour.

Social / Catering Arrangements

Add whatever you have agreed with the Galley Team. E.G Hot food and beverages are available at the Club Galley from x to y. May need to allow for dietary requests somehow.

There are also snacks and cool drinks vending machines available for use at other times.

# Main Event Page (add details from NOR as appropriate)

Yorkshire Dales Sailing Club are very pleased to host the **EVENT TITLE** at Grimwith Reservoir on **DATES**.

**Entries and Suggested Entry Donations**

To help with planning and organisation please enter online below. Online entries will close at **TIME** on **DATE**. The suggested entry donation (as we are a charity) for the event is £**??** per boat.

**Event Schedule**

Details about schedule – add as you see fit, e.g.

* Registration times
* Competitor briefing
* Race numbers / timings
* Warning signals

If cancellation is required due to weather or any other unforeseen event, then this will be notified on this website.

* Notice of Race (link will be inserted)
* Sailing Instructions (link will be inserted)

Anything else you want them to see up front?

**Other Key Information**

The YDSC Galley will be open (example – arrange with Galley: for breakfast butties and lunches. An evening meal (£x.xx for one course or £x.xx for two courses) will be provided on the Saturday evening at 18.30. The menu can be found in the Notice of Race. ORDERS SHOULD BE PLACED BY ?? BEFORE CLOSE OF PLAY ON DATE, including the date (dd/mm), your name(s) and menu choices. Payment will be taken at Registration.)

Camping for motorhomes and tents is free (sorry, Yorkshire Water specify no caravans). Gates open at **DATE/TIME** and visitors should leave by **DATE/TIME**.

Please get in touch if you have any questions via sailingsec@yorkshiredales.sc, or:

**Add contact details**

# Entry Form

**Add, Delete or Edit** entry form fields below as needed. \* means required field.

Boat Class\* LIST CLASSES or delete if single class

Boat Type\* LIST TYPES (e.g single or double hander, Aero type etc) or delete if all same type

Sail Number\*

Sailing Club

Category (Checkbox) e.g Female, Junior, Youth, Master, Grand Master from category list in NOR

Helm Name\*

Helm Gender\* (Checkbox) Male, Female

Helm Contact Phone\*

Helm Email Address\*

Helm Emergency Contact Name\*

Helm Emergency Contact Relationship\*

Helm Emergency Contact Phone\*

Helm Medical Info We Should Know

Helm Under 18?\* (Checkbox) Yes, No

[Delete all crew fields for single hander only]

Crew Name

Crew Gender (Checkbox) Male, Female

Crew Contact Phone

Crew Email Address

Crew Emergency Contact Name

Crew Emergency Contact Relationship

Crew Emergency Contact Number

Crew Medical Info We Should Know

Crew Under 18? (Checkbox) Yes, No

Are you intending to camp?\* (Checkbox) Yes, No

Interested in Sat evening meal?\* (Checkbox) Yes, No

No of Extra Guests

Name of person giving consent\* (consent means to the various policies like Data Privacy, Open Meeting Entry Terms, Cancelation and Refund Policy etc)

Any other comments:

**ONCE COMPLETED, SEND BY EMAIL TO**: sailingsec@yorkshiredales.sc and website@yorkshiredales.sc.