



Sailability Shorncliffe

Queensland Australia

Sail Safe SAILING SKIPPER

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Document Information

Version	Date	Person/s	Comments
1	22 Aug 24	Owner: Andrew Milne Writer: Donna Wenham Approval: Peter Tyrrell, President	
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Sail Safe SAILING SKIPPER

PROGRAM STATEMENT

Sail Safe is Sailability Shorncliffe's accreditation program for sailing and motorboat skippers operating at Sailability Shorncliffe. It is a practical, commonsense program with a clear focus on sail competency and safety.

Sailing skippers will familiarise themselves with the idiosyncrasies of the Access 303 dinghies, as well as the sailing conditions of the Cabbage Tree Creek estuary. Skippers are also coached in procedures and protocols that create a consistent and predictable sailing environment, thereby enhancing safety.

The Sail Safe Sailing Skipper program requires the prospective skipper to complete a minimum of three coaching sessions plus an additional final one in upper end sailing conditions ("three plus one"). Each coaching session will be a minimum of 45 minutes in duration.

Sailability motto – “freedom on the water for all”

- remember why you are here – *the client*

Hanza Access 303 dinghy – ‘good / different’

- **hybrid** – *keelboat in the skin of a dinghy (displacement hull)*
- **best of both worlds** – *the safety and stability of a keelboat with the responsiveness and performance of a dinghy*
- **weighted centreboard** – *provides stability and ‘glide’*
- **purpose** – *designed to make sailing accessible for all*
- **cockpit set up** – *controls all accessible from seat*

parts and systems – getting to know the Access 303

- **boat parts** – *centreboard, rudder, rudder box, joystick, mainsail, jib sheets, cleats, outhaul, traveler and paddle*
 - **centreboard** – *short pin, long pin, cork and velcro strap*
 - **furling sails** – *identifying furling lines, operating system*
- note – reefing on page 5 of Hanza Access 303 Rigging and Launching Guide

conditions of the day – wind and tide

- **reading wind** – *feeling and seeing, other signs*
- **wind variability** – *direction, strength and consistency*
- **wind strength** – *The Beaufort Scale*
- **observing tides** – *height, direction and flow*
- **wind against tide** – *effect on ‘sea state’ and boat*

sailing the boat – getting the most out of the Access 303

- **sail handling** – *adjusting sheets to get sails ‘to work’*
- **steering with joystick** – *strategy for skippers used to tillers*
- **trimming sails** – *using ‘tell tales’ / apparent wind*
- **stalling** – *cause, effect and how to avoid it occurring*

revise session 1

skipper responsibilities – *the bottom line*

- **responsibilities** – *for craft and crew (and other craft)*
- **prudence** – *respect conditions, be proactive in reducing sail*
- **seek assistance** – *Safety One sooner rather than later*
- **radio protocols** – *radio check (be clear, concise, confident)*

right of way – rules of the road

- **rules of the road** – *keep to starboard side of creek*
- **power v sail** – *power gives way to sail*
- **port and starboard** – *boat on starboard tack has right of way*
- **leeward and windward** – *windward boat stays clear*

note – follow the rules but be prepared that others may not

Cabbage Tree Creek estuary – ‘*a sheltered waterway*’

- **wind and tide** – *very tidal, wind against tide problematic*
- **boundaries** – *area of operations (line of sight a good guide)*
- **obstacles** – *markers, sandbanks, rocks and other craft*

points of sail – *going upwind, downwind and crosswind*

- **the ‘eye of the wind’** – *head to wind, being ‘in irons’*
- **close hauled** – *pointing*
- **reaching** – *close reach, beam reach, broad reach*
- **running** – *winging out of sails for balance, tacking downwind*
- **apparent wind** – *the effect of the speed of the boat on wind*

sailing maneuvers – *changing direction / control*

- **changing direction** – *tacking upwind, gybing downwind*
- **controlling boat** – *luffing and feathering*

revise session 2

reducing sail

- **sail areas** – *main 4-5m / furled 0-5m and jib 1-5m / furled 0m*
- **steerage** – *keep boat moving under jib, sheet out main to luff*
- **furl mainsail** – *release outhaul, sheet, ‘bag out’ main and furl*
- **sailing under reduced sail** – *different combinations*

docking

- **recce** – *assess approach, readiness of pontoon crew*
- **radio pontoon** – *‘clearance to dock’, request a hoist if needed*
- **de-power rig** – *turn upwind under power of jib and furl mainsail*
- **set up** – *upwind and other side of creek, assess base and final approaches, paddle at ready*
- **base approach** – *turn to traverse creek, adjusting for tide, furl jib and sheet main in, boom tight, watch for gusts and lulls don’t hesitate to go around if need arises*
- **final approach** – *glide to pontoon and turn ‘head to wind’*
- **secure boat** – *tie off boom, remove joystick, tidy ropes*

casting off

- **assist pontoon crew to help client aboard** – *as needed*
- **welcome client / introduce yourself** – *ensure they are comfortable, clear of furling lines and hands are inside boat*
- **set sail** – *unfurl sufficient sail for conditions, no more*
- **joystick** – *return joystick to enable steering*
- **check surrounds** – *do not be rushed*
- **clear instructions to pontoon crew**

Knowledge and operation of Hansa Access 303

- *Skippers are encouraged to learn about the workings of the Hansa Access 303 by helping to rig the boats in preparation for the day's sailing.*
- *Skippers are expected to help unrig the boats and assist in the retrieval process at the end of the day's sailing.*

Awareness of conditions of the day

- *Skippers are encouraged to check the weather and tide forecasts prior to beginning the day's sailing and to monitor ongoing changes in conditions.*
- *'Wind against tide' can create very challenging sailing conditions. Skippers should be wary in these conditions.*
- *Skippers are encouraged to be prudent - always err on the side of caution.*
- *Skippers are to de-power the rig by furling sails to maintain control. Be proactive – furl sooner rather than later.*

Application of navigational skills in area of operation

- *Skippers need to know and apply right of way rules - port to port, port and starboard, upwind and downwind, power versus sail.*
- *Skippers should observe navigational markers, particular care should be taken around QCYC fingers, jetties and boat ramps. Ultimately common sense should prevail to prevent collisions.*
- *The area of operations extends downstream to the last red cardinal beacon before Baxter's Jetty and upstream to the last public boat ramp.*

Application of boat handling skills

- *Skippers can provide an enjoyable experience for our clients by sailing the boat in a calm, smooth and predictable way.*
- *Keep manoeuvres controlled and decisive. It is advised to alert the client to a manoeuvre e.g. "tacking, 1,2,3".*
- *All boats rely on the movement through the water to maintain steerage. If the boat stops, the rudder can 'stall' leading to a complete loss of steerage. Turn into the tide rather than away from it. Keep sails properly trimmed to maintain speed and therefore manoeuvrability.*

Application of skills to safely dock

- *Radio protocols: Skippers are required to do a radio check with the pontoon after leaving pontoon at the start of the day's sailing. Use channel 20 set at adequate volume to receive and transmit radio messages to and from other Sailability Shorncliffe sailing dinghies, safety boat and pontoon.*
- *Skippers should radio pontoon to receive clearance to dock. Request a hoist if needed.*
- *Skippers are to furl sails to reduce speed and increase control prior to docking. Always have paddle handy. 'Go around' if necessary.*
- *Once docked, secure boat prior to unloading. Tie off boom. Tighten and cleat jib sheets. Secure paddle. Remove joystick. Ensure there are no obstructions.*

Note: Refer to Sailability Shorncliffe website for detailed procedures, visuals and guides.



Sail Safe **SAILING SKIPPER** **COMPETENCY SIGN OFF**

Skipper **Date**

Skippers should be familiar with all relevant Sailability Shorncliffe policies and procedures.

Area	Knowledge/Skills	Confirmed
Knowledge and operation of Hansa Access 303	<ul style="list-style-type: none"> Identifies Hansa Access 303 parts using sailing terminology Successfully rigs / de-rigs Hansa Access 303 Competently operates Hansa Access 303 systems 	<ul style="list-style-type: none"> Yes / No Yes / No Yes / No
Awareness of sailing conditions of the day	<ul style="list-style-type: none"> Awareness of wind conditions – direction, strength, variability Know’s the day’s tidal conditions – height, direction, amount of flow Makes prudent decisions based on sailing conditions of the day 	<ul style="list-style-type: none"> Yes / No Yes / No Yes / No
Application of navigation skills	<ul style="list-style-type: none"> Applies right of way rules using common sense Observes navigational markers and boundaries of area of operations Uses points of sail (hard on wind, reaching, running) to navigate course 	<ul style="list-style-type: none"> Yes / No Yes / No Yes / No
Application of boat handling skills	<ul style="list-style-type: none"> Maneuvers boat safely and confidently (tacking, gybing, luffing) Optimises sail trim on different points of sail (uses ‘tell tales’) Luff and feathers to de-power rig as needed 	<ul style="list-style-type: none"> Yes / No Yes / No Yes / No
Application of skills to safely dock	<ul style="list-style-type: none"> Uses radio protocols to obtain clearance from pontoon to dock Approaches pontoon with caution, sails furled and paddle at ready Secures boat when docked (tie off boom, remove ‘joystick’, tidy ropes) 	<ul style="list-style-type: none"> Yes / No Yes / No Yes / No

Coaching Record: Session 1 Date Session 2 Date
 Session 3 Date Final Date

This document confirms that the requirements for the safe operation of the Sailability Shorncliffe sailing boats have been met under the Sailability Shorncliffe Sail Safe program.

Signed (Skipper)

Name and signature for Sailability Shorncliffe