



GUIDELINES FOR SUPPORT BOAT & SAFETY SUPPORT BOAT DUTY

2025-26 Keelboat Club Racing

Office Use Only

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Keelboat Club Racing

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1) BACKGROUND

Royal Freshwater Bay Yacht Club is committed to managing all boating and social activities to the highest standards of safety awareness.

As part of this commitment, it is standard Club practice to provide safety support to all yachts competing in Club events through:

- **Start Boat (Club owned)** – Provides observation capability and assistance to yachts in distress.
- **Support Boats (Member owned)** – Privately owned powerboats on a pre-determined roster, providing observation and assistance as required.
- **Safety Boat (Club owned)** – Crewed by member volunteers who patrol the river, providing observation and assistance to yachts in distress.
- **VHF Ch 77 radio support** – Communication between all vessels, coordinated by RFBYC Race Control.

Other Swan River yacht clubs maintain similar arrangements. All clubs monitor **VHF Ch 77** during sailing events and should respond when called by their Club name (South of Perth Yacht Club operates on **Ch 69** but monitors Ch 77).

2) CLUB PARTICIPATION & MANAGEMENT

Support and Safety Boat duty is a Club participation activity — vital for safety, but also an opportunity to enjoy racing from close quarters.

- Race results are announced at the Main Clubhouse (upper lawn or Members' Bar) at 17:30hrs.
- Volunteers are acknowledged during presentations and are warmly encouraged to attend and join the post-race activities.

The Club values and appreciates your assistance. Your contribution ensures safety on the water and strengthens our Club community.

3) SUPPORT BOATS (Member Owned)

RADIO COMMUNICATIONS

- All radio communications are conducted on **VHF Ch 77**.
- Call sign” **Support Boat** then its **Name**”

THE ROSTER

- It is your responsibility to attend on your rostered date.
- If unable to attend, you must arrange a substitute Club member and notify the **RFBYC Sailing/Power Administrator** with the substitute boat’s name.
- Failure to attend or arrange a substitute may result in a serious incident going unseen.
- Guidelines will be provided approximately one week prior to duty. For clarification, contact the Office or speak with the Bosun (or his representative) when collecting equipment.

THE ROLE & EQUIPMENT

The Support Boat’s role is to provide mobile observation of yacht racing and assistance to yachts as required.

Duty requirements:

- Attend with at least one other able person (deckhand) with basic seamanship skills.
- Meet the Bosun (or his representative) at the Regatta Store (adjacent to the slipway) at **12:50 hrs** to collect:
 - Safety Flag (white flag with the word SAFETY in red). This is to be displayed prominently where it can be easily seen.
 - VHF handheld radio (preferred for mobility, though onboard VHF may be used). Try to keep radio in a vertical position.
 - Tow rope(s) (you may prefer to use your own).
 - Copy of these Guidelines
 - Binoculars
 - Racing Activity Log Book
 - A Swan River map detailing the patrol areas
 - A Swan River map detailing the river course marks
 - Photograph of Start Boat Tam Thompson / Merv Finn
 - Emergency Response Plan – Please familiarise yourself with the plan

You must provide:

- RFBYC Club Pennant (to be flown from/near the masthead)

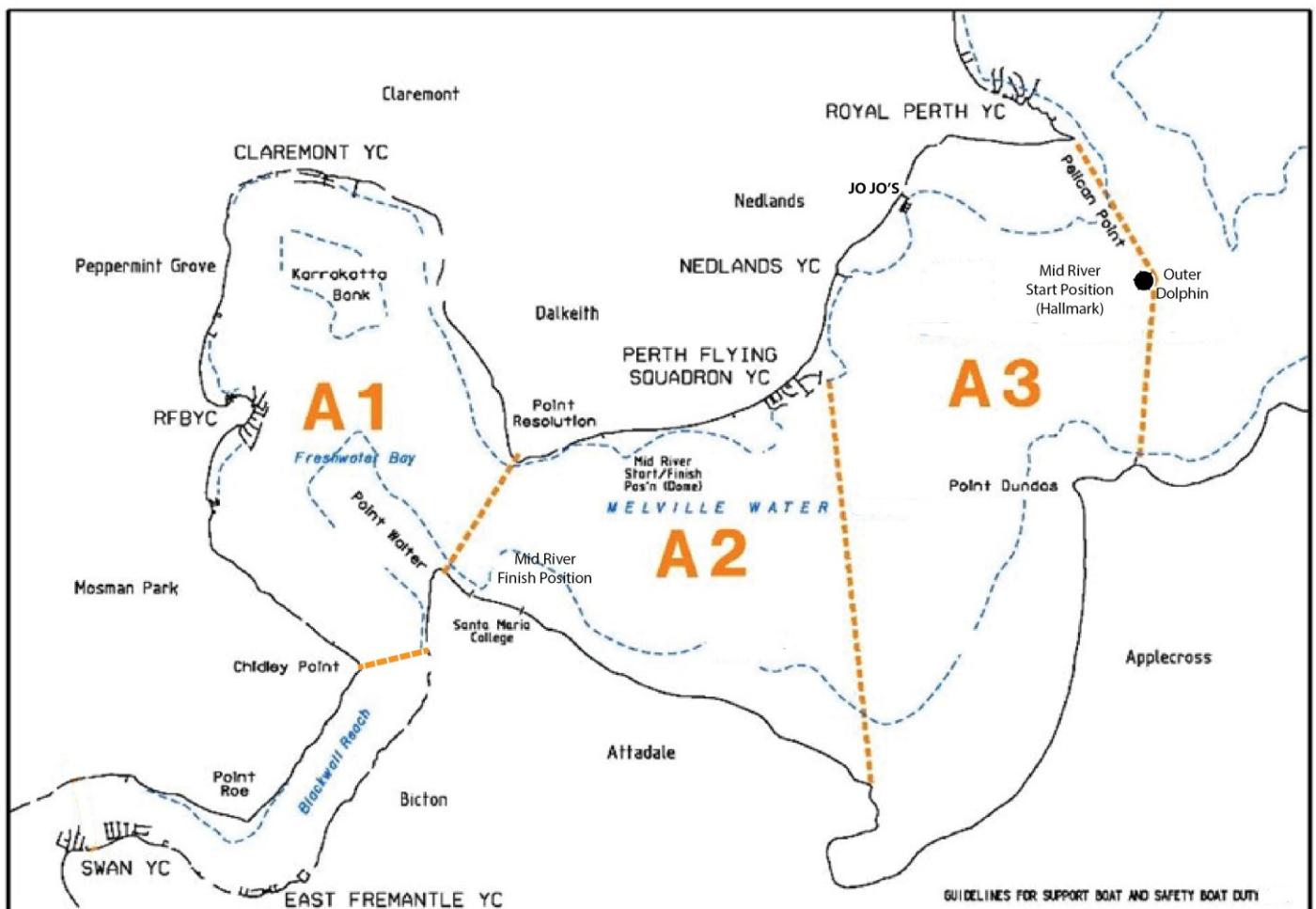
ON-WATER PROCEDURE

- Log on by contacting **RFBYC Start Box** on VHF Ch77 immediately on leaving the marina. Indicate the vessel's name, the number of people onboard and what area will be patrolled. Fill in the Racing Activity Log Book with this information.
- Proceed to pass across the front of the Start Box so that your boat characteristics can be noted. This is best done at the time of radio log on.
- Proceed to your designated patrol area (A1, A2, A3). **DO NOT ANCHOR** — remain mobile for quick response and traffic avoidance.
- If you are patrolling in Area A2 or A3 while the Start Boat is on duty, locate the Start Boat (usually the Tam Thompson but not always) prior to the start of racing and while passing across her stern, hail the team on board. Wait for acknowledgement to confirm they have identified your vessel.
- If patrolling in Area A2 or A3 establish VHF comms with both the Safety vessel (call sign **RFBYC Safety 1**) and the Start Boat (call sign **RFBYC Start Boat** or **Tam Thompson**).
- Duties may include being called upon to go outside of your designated area.
- Maintain a constant visual lookout and listening watch. Assist RFBYC yachts in distress but also respond to yachts from other clubs if necessary. Coordinate via VHF Ch 77.
- Report all incidents observed and requests for assistance to **RFBYC Start Box** or, if not getting a response, report to the Safety vessel or the Start Boat.
- The Safety vessel is normally the primary response to an incident (they are fast, nimble, shallow draft, have first aid kit and defibrillator on board) but will often require assistance especially with towing or in hectic situations.
- Patrol throughout the afternoon's events. Before leaving, ensure your area is clear of all RFBYC yachts and, if requested, escort the last yacht home.
- In light weather, you may be asked to tow yachts back to RFBYC.
- **Safety boats are to remain on duty until all competing vessels have either crossed the finish line or been confirmed as accounted for. Only after this confirmation, will safety boats be advised to stand down. During this period, radio communications are to be used strictly for safety or emergency purposes. No other transmissions are permitted.**
- Ensure the Racing Activity Log Book is filled in, especially detailing all incidents both observed and/or attended.
- Return all equipment to the Yachting Operations Office (Sailing & Boating Office) in the Dinghy Club building. If closed, leave items outside the door on the floor.

4) PATROL AREAS

A Swan River map showing the Patrol areas will be issued on the day of duty.

- **Area 1:** No further south than Chidley Point
- **Area 2:** As designated on map
- **Area 3:** No further east than Outer Dolphin spit
- **Safety Boat:** Provides support in all areas



5) RFBYC SAFETY BOAT (Club Owned)

RADIO COMMUNICATIONS

- All radio communications are conducted on **VHF Ch 77**.
- Call sign “**RFBYC Safety 1**”

THE ROLE & EQUIPMENT

The Safety Boat provides mobile observation, support, and assistance where required.

Duty requirements:

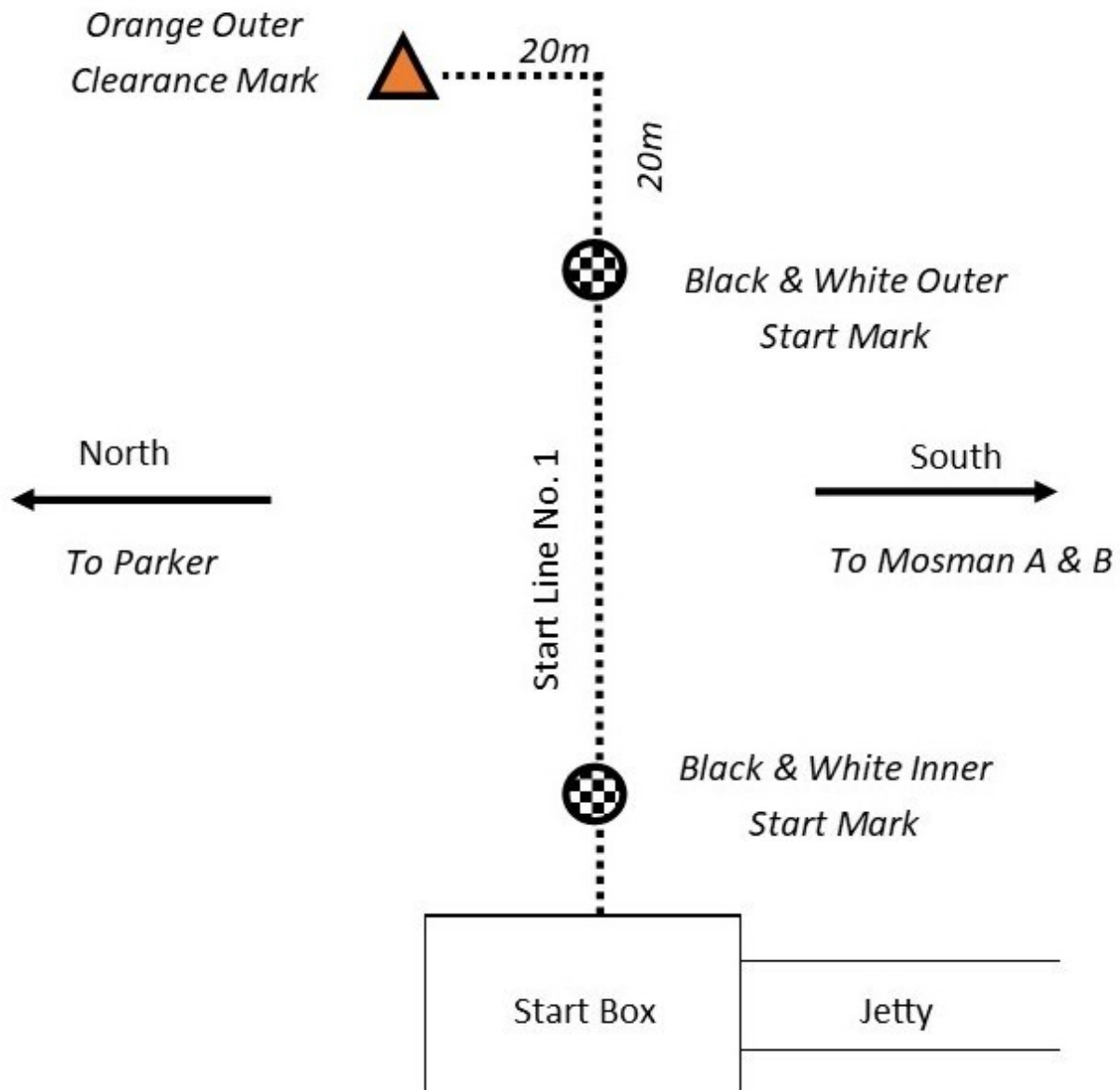
- Meet the Bosun (or his representative) at the Regatta Store at **12:50 hrs** for a briefing and equipment handover.
- Equipment onboard includes:
 - Vessel Key
 - PFD’s x 2 (or one for each person on board)
 - Safety Flag (white flag with the word SAFETY in red)
 - VHF handheld radio (or onboard VHF)
 - Tow rope(s)
 - Copy of these Guidelines
 - A Swan River map detailing the patrol areas
 - A Swan River map detailing the river course marks
 - First Aid Kit and Defibrillator
 - Racing Activity Log Book
 - Binoculars
 - Water (if very hot conditions expected, take extra water)
 - Orange buoy (clearance mark for Club Finish Line)
- Emergency Response Plan:
 - Familiarise with the Emergency Response Plan.
 - Know where and how to access the ambulance access points.

ON-WATER PROCEDURE

- Log on by contacting **RFBYC Start Box** on VHF Ch77 immediately on leaving the marina. Indicate the vessel's name and the number of people onboard. Fill in the Log Book with this and the other required information.
- Position the *Orange Outer Clearance Mark* on the Club Finish line. Refer to instructions on page 7.
- Contact the Start Boat (usually the Tam Thompson but not always) (call sign **RFBYC Start Boat** or **Tam Thompson**). Determine where the mid river start line will be positioned and whether assistance with laying the start line is required.
- Patrol all racing areas as directed by **RFBYC Start Box**— remain mobile and observant at all times. Maintain a listening watch on Ch 77.
- Assist yachts in distress (both RFBYC and other clubs) and report all incidents to **RFBYC Start Box**.
- The Safety vessel is normally the primary response to an incident; but should request backup if required.
- Maintain patrol until all events are concluded. Escort the last yachts back if requested.
- In light weather, you may be asked to tow yachts back to RFBYC.

- Collect the *Orange Outer Clearance Mark* from the Club Finish Line.
- Sign off with **RFBYC Start Box** before leaving the racing area.
- Ensure the Racing Activity Log Book is filled in, especially detailing all incidents both observed and/or attended.
- Return all equipment to the Yachting Operations Office.

Outer Clearance Mark Position on Start/Finish Line No.1



6) PROVIDING ASSISTANCE

Dinghy Capsize

- Capsizing is a normal part of dinghy sailing.
- Most dinghy sailors are experienced in untangling gear, righting their yacht, and continuing without assistance.
- Observe closely, but only step in if assistance is requested.
- Beware of propeller entanglement.

Approaching a Capsized or Damaged Yacht

- Approach from upwind and maintain a safe distance.
- Only provide assistance if requested.
- Establish voice contact and follow the yacht crew's instructions regarding required help.

Yacht Broach

- Larger yachts may broach, tangle spinnakers, or appear out of control temporarily.
- Usually, they recover quickly and continue racing.
- Keep well clear, maintain a lookout for possible man-overboard situations.

Man-Overboard

- Deckhand must maintain constant sight of the person in the water.
- Position your vessel to protect the person from oncoming yachts but remain clear.
- Recovery is the responsibility of the competing yacht, unless:
 - The yacht signals you for help, or
 - The person in the water indicates distress.
- If recovery is necessary, proceed safely and quickly; beware of the propeller.
- Inform **RFBYC Start Box** of all actions

Collision

- Stand-off and observe initially.
- Most yachts can make temporary repairs or return under auxiliary power.
- If a yacht is taking water or requests assistance:
 - Establish contact, render help, and notify **RFBYC Start Box**.
 - If multiple yachts are involved, alert **RFBYC Start Box** to coordinate other support.

Minor Injury

- Rescue quickly but calmly, avoiding propeller risk.
- Recover the injured person, assess injuries, keep them warm.
- Render first aid if possible.
- Return the injured person to their boat or home Club
- Inform **RFBYC Start Box** of all actions and ETA.

Serious Injuries

- If a doctor or ambulance is required, immediately contact and coordinate with **RFBYC Start Box**. If advised, make to the nearest ambulance access point.

Nominal points are RFBYC main wharf, Nedlands Yacht Club main beach and Jo-Jo's landing.

- Advise **RFBYC Start Box** of your actions and ETA.

Very Serious Injuries

- Should the injuries be so serious that you cannot leave the area and urgent medical aid is required, contact **RFBYC Start Box** as soon as possible to advise before a PAN PAN message is broadcast.
- In the event that a "PAN PAN" message is required to be broadcasted on VHF Ch 16, please follow the procedure highlighted below in the shaded box.

A PAN PAN message is a universally recognised Urgency Call and has priority over all other communications except those involved with the emergency. It may only be sent with the authority of the Safety Boat Skipper or **RFBYC Start Box**.

Procedure: **PAN, PAN PAN, PAN, PAN, PAN**, Hello All Stations, Hello All Stations, Hello All Stations: This is Vessel (name), Vessel (name), Vessel (name) seeking urgent (medical assistance on the Swan River at position (try to identify your position relative to some conspicuous river feature or landmark). GPS co-ordinates should be used if available.

- Remain calm, follow instructions from rescue services or **RFBYC Start Box**.

Towing

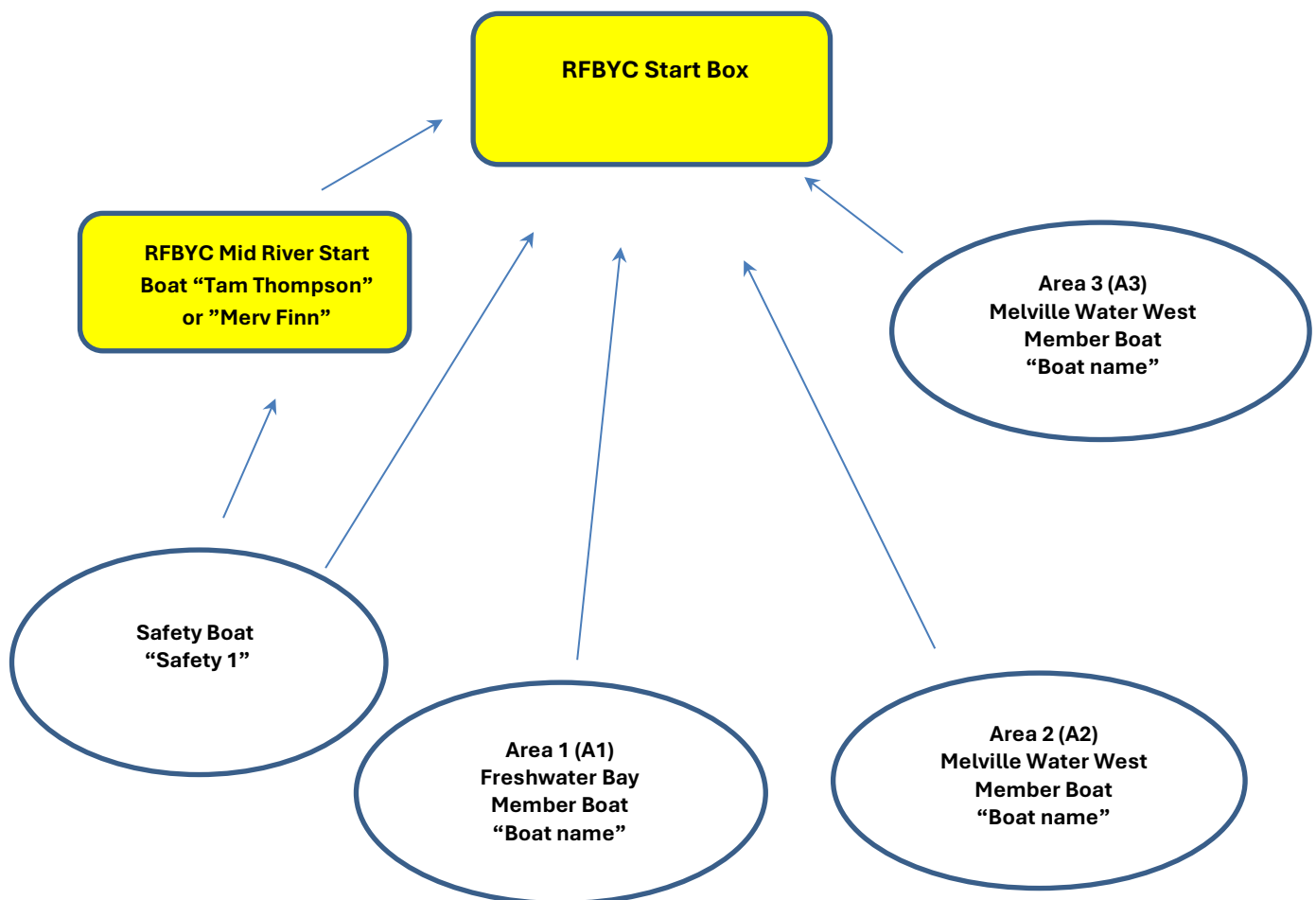
- Towing should generally be instigated by the Safety Boat, as directed by **RFBYC Start Box** on VHF Ch77.
- Approach from upwind and secure a long towline.
- Take up slack slowly and tow at a safe, steady speed.
- The disabled yacht skipper will indicate safe towing speed.
- If practical, transfer tow to a Support Boat.
- Keep constant visual contact with the tow.
- Maritime law requires two people onboard the towing vessel. If necessary, collect a spotter from the disabled yacht.

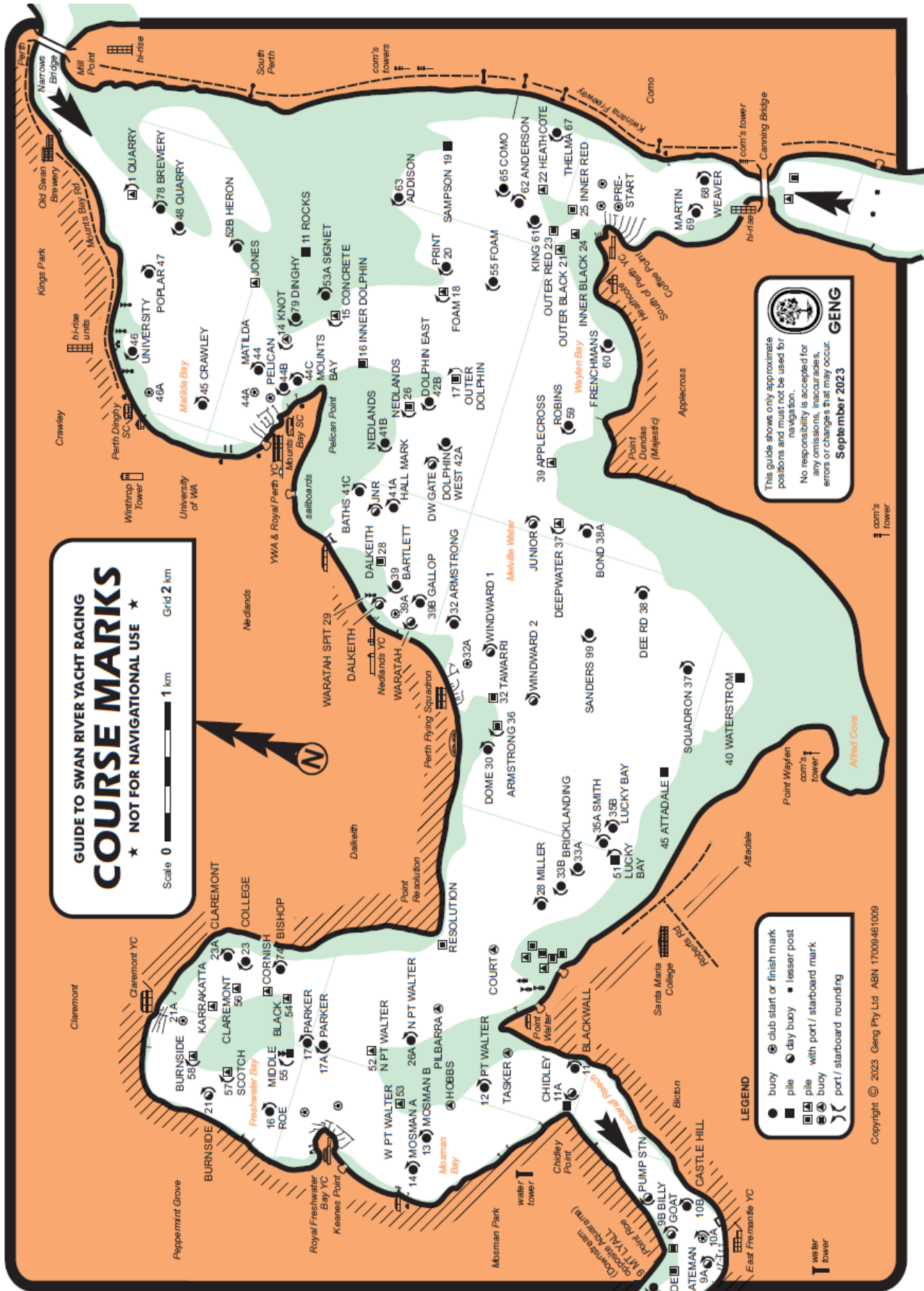
Logbook

- Record all incidents with date, time, location, incident details, actions taken, radio communications, and other relevant information.
- If no formal logbook is available, use a notebook or pad.

7) RADIO MANAGEMENT (APPENDIX 1)

- **RFBYC Start Box** coordinates rostered Safety and Support Boats.
- Boats must be on course from **13:30 hrs** and check in on **VHF Ch 77** when leaving the marina.
- Boats must not leave their patrol area without reporting to and receiving permission from **RFBYC Start Box**.
- Any boat assisting or standing by another yacht must notify **RFBYC Start Box** and request additional assistance if needed.





CLUB KEELBOAT RACING

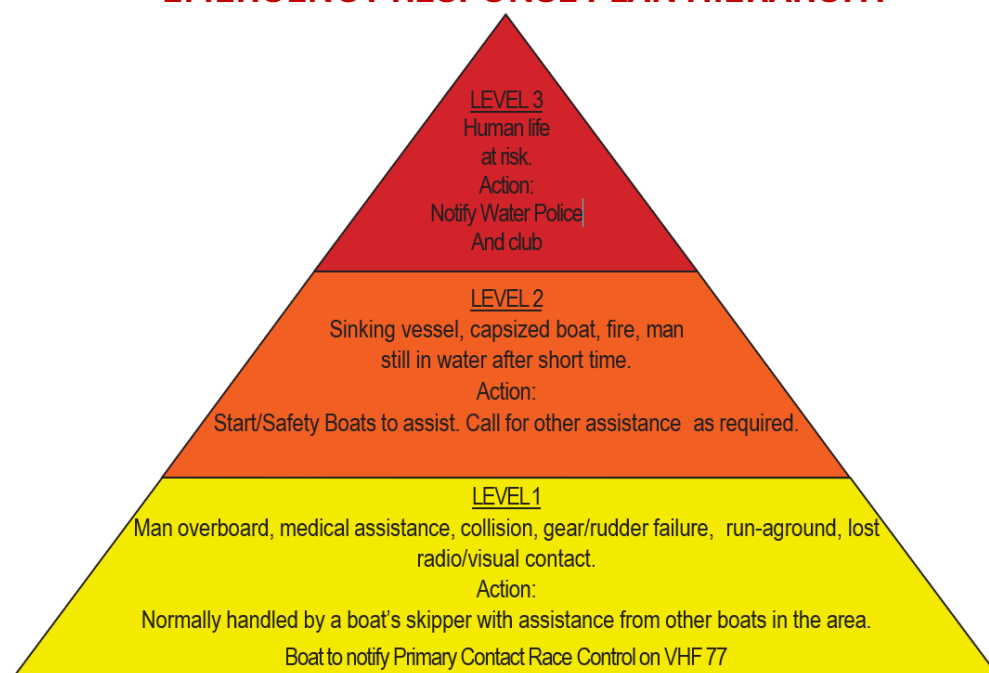
EMERGENCY RESPONSE PLAN

PRIMARY CONTACT – RFBYC START BOX (RACE CONTROL)

If there is an emergency – contact and advise:

- | | | |
|--|---------------------|---------------------|
| 1. RFBYC Start Boat / Start Box | VHF 77 | |
| 2. RFBYC Yachting Operations Office | VHF 77 | 0422 654 833 |
| 3. Water Police | VHF 16 (Prime) & 67 | 000 or 08 9442 8600 |
| 4. Club Contacts: | | |
| 1) RFBYC Sailing Administrator – Sharon Skinner | | 0439 799 969 |
| 2) RFBYC Yachting Operations Manager – Debbie Blaauw | | 0437 968 664 |

EMERGENCY RESPONSE PLAN HIERARCHY



OTHER EMERGENCY CONTACTS:

Sir Charles Gairdner Hospital	08 6457 3333	St John Ambulance	08 9334 1222
Perth Children's Hospital	08 6456 2222	Poisons Info Centre	13 11 26

Medical/Police/Fire Emergency 000

DEFIB LOCATIONS:

- #1 Located on Safety Vessel.
- #2 Located on the main wharf opposite the fuel bowzers.
- #3 Located at the Dinghy Club on the outside wall of the building between the office and the training shed.
- #4 Located on the veranda to the left of the main entrance.
- #5 Located on Tam Thompson Start/Finish Boat. Note: When not in use, the boat is locked and defib cannot be accessed.

DISEMBARKATION LOCATION FOR AMBULANCE: The **RFBYC Start Box** will coordinate the closest river access to meet an ambulance. Depending on the location of the incident river access points will include RFBYC Main Wharf Fuel Jetty, Nedlands Yacht Club main beach and Jo-Jo's landing. Advise **RFBYC Start Box** of your actions and ETA.