

15	Sailability
15.1	Sailability Dates and Timings
	<ul style="list-style-type: none"> All Sailability sessions dates and timings will be set by the Sailing Committee with guidance from the Training Committee during the winter off season Dates and timings will be advertised on the club website, notice boards, training guides and Sailability Leaflet
15.2	Sailability Session Fees and Sailability Registration
	<ul style="list-style-type: none"> All sailors and volunteers must complete a Sailability Registration form, medical and emergency contact form All sailors and volunteers must understand the Sailability Session SOPs All non-members will be shown the facilities and will be briefed on the use of equipment and facilities. Sailors must contact the Sailability Group by email Sailability@Erithyachtclub.org.uk to book their session in advance Sailability sessions fees are £10 per adult session, £5 per junior sessions. Sessions are free to EYC members and volunteers . The Sailability Group will promote RYA courses All completed Sailability Registration Forms must be stored in the Sailability Folder, which must remain in the reception area.
15.3	Weekly Registration – signing in and out
	<ul style="list-style-type: none"> All Sailability Sailors, carers and volunteers must complete the daily registration form and sign in when they arrive for a session This must be done before using the club facilities All Sailability Sailors must pay for the Sailability session when completing the daily register A nominated volunteer can be responsible for daily registration form and collecting the session money. Blank daily registration forms are stored in the Sailability folder. Money and a cash float is available in the cash till (see Cash Till procedure for the operation of the till) At the end of a Sailability session, all sailors, carers and volunteers must sign out before leaving the club site All vulnerable adults and children under 18 years old must remain on the site until they are collected by their parent/guardian. When completing the Sailability Registration form guardians can specify if vulnerable adults or children under 18 years old may leave a session on their own. The Senior Instructor/Dinghy instructors/Beach Master will use the daily registration form to identify which sailors are on the water during which sessions
15.4	Session Briefing
	<ul style="list-style-type: none"> All volunteers and instructors must attend the Daily briefing session. There will be a session briefing for all water-based sessions at the specified start time of the session All Sailability sailors must attend their session briefing in full in order to take up the water-based session. The instructor conducting the session briefing must: <ul style="list-style-type: none"> Identify the participants in the session Outline the session's aims and goals Include a Health and Safety Briefing State the timings of going afloat and returning ashore Identify which boats are being used Identify the sailing area and any no-go zones/areas out of bounds Explain any specific assistance which may be required by the participants
15.6	Beach Master
	<ul style="list-style-type: none"> A volunteer club member can be asked to act as a Beach Master The Beach Master must be trained in the use of the tractor and hoist The Beach Master must hold a VHF/SRC Marine VHF qualification and valid RYA First Aid Certificate or equivalent. The Beach Master will <ul style="list-style-type: none"> Attend the Daily Briefing session at the beginning of the day Be responsible Health and Safety on the slipway and in the yard Manage the movement of boats up and down the slipway Manage the movement and storage of launching trolleys and boats

	<ul style="list-style-type: none"> o Act as liaison with other slipway and jetty users o Supervise the use of the hoist o Assist with the rigging, launching and de-rigging and storage of the boats o Check boats prior to their launch
15.7	Social Volunteer
	<ul style="list-style-type: none"> ● The Social Volunteer will be responsible for meeting participants and showing them the club's facilities. ● Ideally, they will have a RYA First Aid certificate, or equivalent, and a SRC VHF qualifications ● The Social Volunteer will <ul style="list-style-type: none"> o Welcome all Sailability participants to the club o Ensure all participants, sailors, carers and volunteers have completed a Sailability Registration Information Form o Ensure all participants sign in and out the Daily Register o Ensure participants have paid the correct daily fees o Show participants the Club's facilities and safety features o Ensure participants have appropriate clothing for on the water activities including a correctly fitted life jacket/Buoyancy aid. o Ensure carers are aware that they must wear a Buoyancy aid on the slipway and jetty, as well as on the water. o Remind participants to take any necessary medicines with them and to inform their instructor that they are carrying their medicines. o Ensure participants who should be accompanied by a carer/guardian do not leave the site unaccompanied. o Be aware of the emergency procedures and opening the gates for any emergency services o Supervise any tea/coffee making activities o Attend the Daily Briefing and the debriefing session.
15.8	Carers
	<ul style="list-style-type: none"> ● Carers are encouraged to help, support and participate with the the Sailability session. ● Carers are encouraged to become EYC members. ● All carers must complete a Sailability Registration Form. ● All carers must attend the water based session, briefing even if they do not wish to go on the water. ● Carers must not enter the changing rooms whilst a Sailability session is taking place unless accompanied by another adult. (Please see the Vulnerable Persons Policy)
15.8	Volunteers and Instructors
	<ul style="list-style-type: none"> ● All volunteers must complete a Sailability Registration Form ● Volunteers are encouraged to become EYC members ● All instructors and volunteers must attend the morning briefing and the debriefing session at the end of the day. ● Instructors and volunteers who attend more than four Sailability sessions must complete a DBS form ● Volunteers will assist the Beach Master and will: <ul style="list-style-type: none"> o Adhere to Health and Safety on the slipway and yard o Assist the Beach Master with the movement of boats up and down the slipway and storage of launching trolleys and boats o Assist the Beach Master with the use of the hoist and accessing the pontoon o Assist with the rigging, launching and de-rigging and storage of the boats <p>The Instructor running the session will assign On the Water Volunteers to assist either the Safety Boat Officer or a competent helm in a specific sailing boat.</p> <p>The Chief Instructor will arrange for the DBS form to be completed and processed (See DBS procedure for more information).</p>
15.9	Competent Helms
	<ul style="list-style-type: none"> ● A Competent Helm will be in charge of each boat taking part in a Sailability session. ● Ideally, a Competent Helm will have either an RYA Dinghy level 2 or RYA Dinghy Instructor qualification. ● A Senior Instructor may add a Helm to the list of Sailability Competent Helms when they have demonstrated their knowledge of the club's boat, tidal conditions and a sailing style appropriate to sailing with a crew with disabilities.