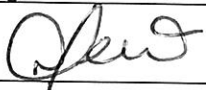

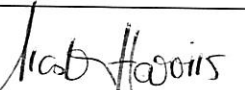



Policy Number Policy 002.03

Policy Title Club Dinghy Usage Policy

	Name	Title	Signature	Date
Author	D Plant	Junior Organiser		28/5/23
Reviewers	R Deegan	Junior Organiser		28/5/23
	N Harris	Junior Organiser		28/5/23
Authoriser	S Harris	Sailing Secretary		28/05/23

Effective Date:	28/05/23
-----------------	----------

Revision History
<p>Revision 01</p> <ul style="list-style-type: none"> • New
<p>Revision 02</p> <ul style="list-style-type: none"> • Updating to new document layout and numbering system
<p>Revision 03</p> <ul style="list-style-type: none"> • Updating document due to new Committee Members
Reference Documentation
<p>SOP WHSC 001 "Documents list and control process"</p> <p>SOP WHSC 002 "Safety Statement and Operations Manual"</p> <p>POLICY 005 "Members Code of Conduct Policy"</p> <p>SOP JS 001 "Junior Sailing Procedure"</p>

1. PURPOSE

The purpose of this policy is to describe the process for the use of Club dinghies. The rental policy is to facilitate those entering or trying out the sport. It is not intended to facilitate long term or repetitive rental.

2. INTRODUCTION

WHSC has a limited fleet of dinghies available to members for use in club organized activities. The purpose of the fleet is to facilitate the participation of our members in sailing. Whilst every effort is made to facilitate members and have boats in the best possible working order, members must accept this is not a commercial service and your cooperation is required to maintain boats in a safe and fit for purpose fashion.

3. SCOPE

This policy applies to all fully paid club members and club equipment.

4. RESPONSIBILITIES

4.1 Sailing Secretary

- To ensure that this policy is reviewed annually and updated as necessary.
- To ensure that club dinghies are maintained appropriately
- To ensure a process is in place for the rental of club dinghies

4.2 Junior Organiser

- To allocate dinghies for the junior and adult courses.
- To ensure club dinghies are maintained appropriately during courses
- To ensure any damage / issues are highlighted immediately and reported to the Sailing Secretary

5. SPECIFIC PROCEDURE

5.1 Rental Terms and Conditions

Club boat rental is subject to the following terms and conditions.

- Club dinghies are only available for rent to paid up members.
- Members must have respect for and take due care of all club equipment.
- Club dinghies are only available for club organised activities, (e.g.sailing courses, lessons, club outings, and club racing). These are supervised on and off the water and sailors must remain under the supervision of the organisers. Boats may be taken outside these times only with permission of the club's committee.
- A member who rents a club boat does so at their own risk.
- Complete **Appendix 1 Damage Deposit Pledge** before taking the boat.

- Rigging of club boats is entirely the responsibility of the member taking the boat.
- Boats must be signed out at the start of and signed back in at the end of the rental period, with either the Senior Instructor (SI), Junior Organiser (JO), or the designated person on the day.
Signing back in **MUST** be with the same person who signed it out.
- **The renter is fully responsible for any damage or loss to the boat whilst in their care**, with the exception of normal wear and tear which will be repaired by the club. It is advised that the renter note and report any damage to the SI, the JO, or the designated person **prior** to taking the boat out. Failure to report will result in the boat renter being liable for the cost of the full repair.
- All damage must be reported to the SI, the JO, or the designated person on the day it occurred, immediately on arrival back to shore. Renters must appreciate that unreported damage may result in their own safety and the safety of subsequent renters being put at risk.
- Where the responsibility for the cause of damage is disputed, eg a collision on the water, the incident will be heard by a three person committee of competent sailors appointed by the Commodore and which shall apply the rules of racing and/or ISA guidelines/best practice to adjudicate on the incident. This committee's ruling allocation of responsibility will be final and binding.
- Rental priority will be given to a) junior course participants and then to b) new members, new to the sport.
- Rental priority amongst established members will be given to members who have not previously rented or have had least use.
- Boats are allocated on a first come first served basis applying club policy. The JO allocates for the Junior Courses, the designated person for other club organised sessions and the Adult Sailing Organiser for adult evening training.
- Junior sailing course participants will be allocated their rental club boat on Monday morning by the SI. They will use this boat for the entire week. Under no circumstances is a sailor to use any other boat, or to take pieces of equipment from any other boat without asking the permission of the SI or the JO.
- Rental rates are posted on the website

5.2 Complete Request

- Complete **Appendix 1 "Damage Pledge Deposit for Club Dinghy Users"**
- Return to designated person (e.g., JO for junior sailing, adult organiser for adult lessons)

6. FORMS/TEMPLATES TO BE USED

Appendix 1 - Damage Pledge Deposit for Club Dinghy Users

