



ITCHENOR SAILING CLUB

Instructions for Ferry Driver Duties

Your letter or email of reminder will tell you when to be at the Club. You should report to the Sailing ready to go afloat **immediately after the briefing-**

- You must attend the **Race day and safety briefing** before going afloat (usually at 8.45am)
- You should **wear a lifejacket** or buoyancy aid at all times in the Ferry Boat.
- You should **bring your own lifejacket** with you as the club does not have any to loan.
- **Kill cords must be worn at all times** whilst afloat.
- You should be **dressed appropriately** for the conditions
- The Club is not responsible for your personal effects or valuables. Valuables may be left, at your risk, with the Club Office.

Ashore – On Arrival at the Club

1. Report to Sailing Manager for instructions and attend a briefing at the advertised time.
2. Collect Radio and High Visibility vest, check that the radio has a full battery and on the correct channel (46A).
3. Read the weather report, forecast and tidal conditions.

Afloat – at the jetty

1. At the boat, the: -familiarize your self with the boat, and warm up the engine. Check the fuel tank and ensure you know how to change tanks.
2. Before you depart:
 - Do a radio check Call the Club (Itchenor) and say “Itchenor, Itchenor this is Ferry driver, Ferry driver radio check please - over”.
 - Hang the radio around your neck. It is the only place that you can be sure to hear it when your engine is running. The radio is not waterproof, so try to keep it

dry. When called, you should answer immediately or as soon as practicably possible.

Support Generally

1. As a ferry driver as with all Support Boats, you should be ready to notify the Committee Boat of any dangers or other incidents out on the water.
2. Only YOU, the nominated ferry driver should be driving the ferry, **A maximum of 10 passengers may be on board.** This must be enforced and any problems encountered contact by radio the Sailing manager or Club Secretary.
4. The overriding responsibility is to ferry those who are racing, and ensuring that they are collected as promptly as possible from or to their boats.
5. You must keep a constant lookout for people approaching the jetty for a lift and for boats approaching moorings for a ferry to the shore.
6. Monitor the Club Pontoon to ensure that boats are not moored where Betivuka and Cruisers come alongside before lunch and at the end of racing. Move any boats that may be obstructing the end of the jetty.
7. **Lunch must be fitted in around the Ferrying duties.** The Sailing Manager will advise you when you should take your lunch break.
8. Ensure all members are ashore before returning the ferry to the pontoon.
9. At the end of the day Oversee Mooring of support boats, ensure Drivers and crews have tied up the ribs alongside the jetty and are clean and ready to use the next day.
10. Stand down once all members are ashore and support boats have been packed away correctly. On your return to the Club, return the bag, complete with all its contents, and radio, to the Club Office.

Emergency Procedures- These procedures are followed by all on duty.

Dealing with Emergencies

Does the casualty require immediate professional medical or paramedic intervention? If YES, treat as a Serious Incident; if NO treat as a Less Serious Incident.

Serious Incident

The primary duty of anyone at the scene of an accident or incident is to take immediate action to save life, give help to those injured or to limit damage. The first boat on the scene will take control of the situation and will call the Coastguard on Channel 16 using a MAYDAY call as follows:

MAYDAY, MAYDAY, MAYDAY, This is (name of vessel repeated 3 times)
MAYDAY, (name of vessel spoken once)
MY POSITION IS (give your position using Navigational marks not racing mark)
I AM (state problem),
I REQUIRE IMMEDIATE ASSISTANCE
NUMBER OF PERSONS REQUIRING ASSISTANCE
OVER

Wait for Coastguard to respond. If there is no response with 15 seconds, call 999 on your mobile phone and ask for the Coastguard.

If there is a suspected spinal injury do not move the casualty unless the casualty is in further immediate danger.

The Coastguard will ask for more details of the casualty and respond with the action it intends to take to render assistance. It is essential that you remain in communication with the Coastguard on Channel 16, or 67 if ordered by them. You must remain with the casualty. The Coastguard will provide advice on how to care for the casualty until help arrives. The Coastguard/rescue helicopter will instruct you on what action to take to indicate your position to the rescue services. The rescue helicopter will instruct you on how to prepare for the casualty evacuation using Channel 16. You may be asked to take a casualty to a landing point to be met by an ambulance. The PRO should be informed as soon as possible, after the initial action has been taken. Betivuka maintains a listening watch on Channel 16.

As a guide, the normal response time for a rescue helicopter or the inshore lifeboat to reach an incident in the harbour is about 15 minutes. The harbour patrol boats, which maintain a listening watch on Channel 16, will be alerted to the incident and will respond.

Less serious incident

Administer first aid to the casualty, keep the casualty warm and provide reassurance. Take the casualty back to Itchenor SC where there are trained first aiders, who can care for the casualty and can decide if further medical assistance is required. Inform the PRO and the Office the situation and the action which you are taking.

No two emergency situations will be the same. It is impossible to plan and anticipate every situation, but you must be familiar with these procedures. It helps to have thought about what might happen given the weather, tide and racing conditions on the day.

Thank you for supporting the club and giving time to do your duty as Ferry boat driver.

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Carolyn Brigg

Rear Commodore - Sailing