

Chichester Yacht Club – Race cancellation process

Version 3 April 2018

Principals : Race Officer, event manager, sailing secretary/RCD, Comms Secretary

Objective

Devise clear process for cancelling events when clear forecast of poor weather. *NB does not replace Race Officer discretion to cancel on the day in case of unexpected/late forecast of poor weather.*

Key Aims

1. Reduce risk to sailors and those undertaking duties.
2. Reduce inconvenience/wasted time to both sailors and those who have signed up for duties.

Plan

3 days before event	any/all of principals review forecast. If poor forecast then begin liaison by email/text/phone to raise 'weather issue'
2 days before event	Review forecast if weather still looks poor then 1) send out standard message 2) post warning on website Message "From CYC - weather forecast looks poor- await further information (day/time). Check www.cyc.co.uk for details"
1 day before event	Review 24 hours before between 1200 & 1600 Communicate current status: a) Cancelled. – message "weather forecast poor. CYC racing tomorrow (date) cancelled" b) Deferred Decision – message "weather forecast unclear CYC racing decision will be made (time/date), Check www.cyc.co.uk for details" c) Go-ahead – message "weather forecast improved, CYC racing expects to go ahead (date), Check www.cyc.co.uk for details"
Event day	Final Review at latest day of racing (normally no later than 0800 for Opens) to avoid disruption to visitors and Race officers Communicate current status: a) Cancelled – message "weather forecast poor. CYC racing today (date) cancelled" b) Go-ahead – message "weather forecast improved, CYC racing expects to go ahead (date)"

Message routes

1. Whats app racing & coaching
2. Dutyman as per schedule
3. Website- message posted as above on website.
4. If possible email dinghy committee members (as core of racers)