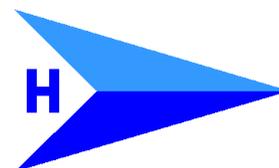


Hastings Yacht Club Sailability Program 2025/6 Season Volunteers Guidelines



<https://www.hastingsyachtclub.org.au/sailability/>

These brief guidelines are for information only for Volunteers to the HYC Sailability Program to provide an overview of our responsibilities. They are not a risk management plan which is contained in a separate Document Viz: Risk Management Template HYC Inc.xls

SAILABILITY EMERGENCY RESPONSE PLAN

Sailability activities require an emergency response plan which gives consideration to the:

- educational merits of the activity
- size, age and previous activity experience of the group
- skills and experience of the supervising volunteers and staff
- prevailing, forecast and observed weather conditions
- availability of rescue vessels
- characteristics of the location.

EXPERIENCE AND QUALIFICATIONS OF VOLUNTEERS

Volunteers instructing the activity should have sufficient knowledge and experience of the activity and the activity environment to operate in all reasonably foreseeable conditions.

The designated volunteers must:

- sign on and off for the activity
- have experience in the activity at the level being offered to students
- adhere to the HYC Child safety policy which can be found at <https://www.hastingsyachtclub.org.au/wp/wp-content/uploads/2022/09/HYC-Child-Safe-Policy-1-July-2022-Final.pdf>
- be familiar with the requirements of the activity
- be able to assume a supervisory role during the activity
- have the ability to participate competently in emergency response procedures
- have conferred with the Volunteer in Charge of the activity on the safety requirements
- have a current Working with Children Check
Application can be found at: <https://service.vic.gov.au/services/working-with-children>
It is straightforward to apply and free for volunteers
- The Volunteers manning the rescue craft (which must be present at the activity) must hold a Marine Licence. For more information see: [Transport Safety Victoria - Marine Licence](#)

STUDENT PREPARATION AND SKILLS

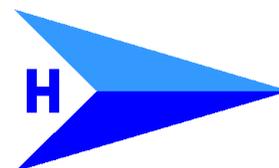
First time clients must receive instruction in basic skills taking into account factors such as activity area conditions, known or anticipated weather conditions, body of water

Clients must be briefed on:

- equipment, clothing and footwear that is suitable for the activity and location
- safety measures appropriate to control risks associated with the activity
- activity scope and boundaries
- communication and communication signals
- relevant terminology.

Hastings Yacht Club Sailability Program

2025/6 Season Volunteers Guidelines



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A basic introductory briefing to clients must also include:

- the response of clients in the event of a capsize or someone falling in
- principles of self-rescue
- communication and signals
- float and swimming methods.

EQUIPMENT

All equipment used must be in sound condition, suitable for the activity and must meet applicable industry safety standards as listed below.

Sailing Craft

Our Sailability Boats are **Hansa 303 Yachts**. The Hansa 303 can be sailed by one or two persons, with a two person capacity of 160kg. They have two sails and are ideal for novices with or without an on-board coach, for fun recreational sailing and club racing. With the seat keeping the helms weight low plus ballasted centreboard, the boat is virtually uncapsizable. The 303 is an ISAF Class with almost 1,000 boats being sailed in more than 25 countries.

A video on how to rig the Hansa 303 can be found at:

<https://www.youtube.com/watch?v=tqXYyahF3tQ&authuser=0>

In addition a hard copy of the rigging instructions is available from the Sailability Coordinator. Each boat's rigging and equipment should be thoroughly checked before it enters the water and must comply with the relevant Australian Sailing standards. Each boat should include:

- a towing point with towline (bow painter) attached.
- a bailer (if not fitted with a self-bailing cockpit)
- A centreboard that is fixable in the down position
- sufficient hull buoyancy to float itself on an even keel if swamped.

Life Jackets

The wearing of a securely fitted Australian certified life jacket is required under Victorian marine safety law on all sailing craft that are underway on all Victorian waters. Volunteers, Support persons and Clients must wear, as a minimum, a securely fitted Australian Standard Type 2 life jacket when participating in Sailability activities. For more information, see [Life jacket laws](#).

Safety craft

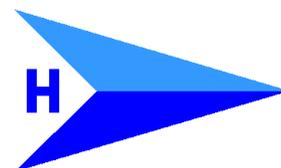
Rescue craft appropriate to the location and in good working condition must be readily available during the Sailability activity for rescue and towing purposes.

Individuals in the rescue craft must wear an Australian Standard Type 1 lifejacket.

Powered rescue craft must comply with the minimum safety equipment listed in the Recreational Boating Safety Handbook, see: [Transport Safety Victoria – Maritime Safety](#).

Hastings Yacht Club Sailability Program

2025/6 Season Volunteers Guidelines



<https://www.hastingsyachtclub.org.au/sailability/>

The Volunteers manning the rescue craft (which must be present at the activity) must hold a Marine Licence [Transport Safety Victoria - Marine Licence](#) and carry a VHF Radio to contact the Sailability Coordinator of the day at any time.

CLOTHING

Participants in the Sailability Program must dress in a manner that will not hinder flotation. For example, heavy boots or bulky clothing must not be worn. Waterproof jackets must not be over the top of a lifejacket.

SUPERVISION

Supervision is a critical factor in managing risk in the outdoors.

For schools participating in the HYC Sailability Program, the teacher in charge is responsible for the supervision strategy, which must be endorsed by the school principal as part of the excursion approval process. Staff members must supervise students according to that strategy, and in accordance with their duty of care. It is the role of the teacher or staff member in charge to clearly and adequately explain the supervision strategy to all participating staff members.

Students not directly participating in the activity must be separately supervised in line with Excursions Guidelines – Supervision.

ATTRIBUTION

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PEAK BODIES AND EXPERT ADVICE

Australian Sailing <https://www.sailing.org.au/home/>

Transport Safety Victoria – Maritime Safety <https://transportsafety.vic.gov.au/maritime-safety>

Royal Life Saving Australia – Australia Bronze Medallion

<https://www.royallifesaving.com.au/training/bronze-medallion>

Outdoors Victoria <https://outdoorsvictoria.org.au/>

Surf Life Saving Australia – BeachSafe <https://beachsafe.org.au/>

Graham Jenkin

Hastings Yacht Club Inc Sailability Coordinator

Mob +61 419 534 101

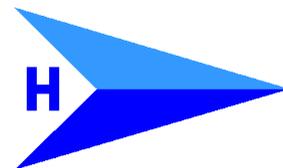
Email: sailability@hastingsyachtclub.org.au, graham.jenkin@monash.edu

Website: <https://www.hastingsyachtclub.org.au/sailability/>

Hastings Yacht Club Sailability Program is affiliated with Sailability

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<https://www.hastingsyachtclub.org.au/sailability/>



Victoria: <https://www.revolutionise.com.au/vicsailability/home>