



**Tauranga Yacht &
Power Boat Club**

WOW
*Women On Water
sailing*

**Handbook
2016 - 2017**

Proudly sponsored by

MILLS REEF
— W I N E R Y —

Contents

Introduction	4
Mission	4
WOW Calendar	4
WOW Racing Division.....	5
WOW Cruising Division	5
WOW Committee	6
Safety	7
Risks.....	7
Drowning.....	7
Being hit by the boom	8
Collisions	8
Education and Safety Courses	9
Preparing for WOW	10
Pre-Race Registration.....	10
Enrollement and Individual Safety Declarations.....	10
Sign On.....	11
Start Time.....	11
Finish Time.....	12
Time Limit.....	12
Prize Giving.....	12
Race Cancellation Procedure	12
Money Matters	14
WOW Day Members	14
WOW Prepaid Members	14
Prepaid Member Upgrade to TYPBC Member	14
YNZ Affiliated Club Members	15
TYPBC Members	15
Payment Methods.....	15

What to Wear and Bring	16
Shoes.....	16
Clothing.....	16
More Useful Tips.....	17
Warm Weather Suggestions.....	17
Cold Weather Suggestions.....	18
Foul Weather Gear	18
Food & Drink.....	18
Toilet Note.....	18
WOW Rules and Technical Details	19
Starting Method	19
Rationale for WOW Handicaps	20
Rules and Sailing Instructions.....	20
Boat Eligibility and Entry.....	20
WOW Special Rule.....	21
Scoring	21
Chart of Harbour	22
WOW Sponsors	23

Introduction

Women on Water (WOW) began in 2001 with two female members of TYPBC who saw a need to encourage women to try sailing in a fun, safe and non-threatening environment. Since then, Kath Brown and Lesley Grant's vision, boosted by the assistance of sponsors and a raft of volunteers, has grown rapidly.

Taking place usually every second Thursday evening during the summer, WOW sees women of all ages and skill levels taking to the Tauranga harbour to enjoy participation in a sport that has put New Zealand on the world stage.

Mission

WOW's primary focus is to help provide and facilitate opportunities for women to sail with the aim of improving their competency and enjoyment of the sport.

WOW Calendar 2016-2017

Pre- enrolment Information night	Thursday 6th October 2016
Basic Skills Night	Thursday 13th October 2016
Advanced Skills Night	Thursday 3rd November 2016
Dinghy Sailing	Thursday 1st December
2016	
BOPTYS Sailing	<i>date to be confirmed</i>

Race 1	Thursday 27th October 2016
Race 2	Thursday 10th November 2016
Race 3	Thursday 24th November 2016
Race 4	Thursday 8th December 2016
Race 5	Thursday 26th January 2017
Race 6	Thursday 9th February 2017
Race 7	Thursday 23rd February 2017
Race 8	Thursday 9th March 2017
Race 9	Sunday 19th March 2017 – 1pm start

WOW Racing Division

The Racing Division is designed to allow women the opportunity to race against each other in a fun, safe and competitive environment. Teams that compete in this division must pay a \$40 race entry fee per boat and are eligible for prize money at the end of the series.

Race boats may have one male onboard if less than 10 metres long or two males if more than 10 metres long. The male is onboard purely in an advisory capacity and is to give minimal tactical assistance. He must not give any physical assistance from five minutes before the boat's allocated start time until the boat crosses the finish line **except** if he feels the safety of the crew or boat is in jeopardy.

WOW Cruising Division

The Cruising Division is designed for newcomers to the sport or for those who don't yet have the confidence or experience to compete in the Racing Division.

Trailer yachts may have one male onboard; keelers may have two males onboard.

This division is a "No Extras" division which means that boats may not use spinnakers unless the H flag is flying and if the skipper feels confident he / she may choose to teach the crew how to use the spinnaker. The cruising division boats are not technically racing but should follow the course given for safety reasons.

Please Note: As a common courtesy, cruising boats are expected to stay out of the way of the boats competing in the Racing Division.

WOW Committee

The WOW Committee meets once a month to organise and steer the ladies' division of the TYPBC. It hosts an annual general meeting (AGM) once a year in which office bearers are elected for a twelve month term.

The Committee for 2016-17 is:

Chairperson	Delwyn Keyworth
Treasurer	Jo Pennell
Secretary	Natalie Burt
Boat Allocation	Lizanne Selby
Registration	Sue Cook
Sponsors	Miriam Allsop
Handicapping	Nicola Harrison
Merchandise	Jojetta Drost
Prize Giving MC	Angela Saunders
Media Officer	Sophie Headley
Website	Fiona Harrison
Event coordinator	Rhonda Ritchie
General committee	Sharon Stewart
	Amanda Torr

The Committee is always looking for new ideas and volunteers. If you would like to help out, please contact wow.tauranga@gmail.com

Safety

Sailing has inherent risks, many of which cannot be eliminated without destroying the unique character of the sport. These risks, inherent and otherwise, can cause loss or damage to participants' equipment, accidental injury, illness, or in potentially extreme cases, trauma, disability or death.

The WOW Committee aims to minimize these risks to the best of its ability and reserves the right to postpone or cancel any WOW sailing activity if it deems conditions to be unsafe.

Skippers also bear considerable responsibility for the safety of their crew and boat so they have the final say in whether their boat sails or not.

Fortunately, the likelihood of the aforementioned risks is minimised considerably in the protected waters of the Tauranga harbour. As such, you should be **aware** of the potential risks, but not **worried** about them.

Risks

Some risks associated with sailing, however slight, that you should be aware of include:

Drowning –

Obviously, this can result from falling overboard, or if a boat capsizes or sinks - an extremely rare event.

However... most boats have lifelines and cabin-top rails to hang onto to help prevent sailors from falling overboard so always hang onto something when moving about the boat.

All boats must also carry a personal floatation device (PFD) or lifejacket for every person on board. You may choose to wear one and it is advisable if you are a weak or non-swimmer. Be sure to find out where the lifejackets are kept on the boat you're sailing on. Your personal safety and well-being is imperative so never feel embarrassed to wear one.

In reality, falling overboard in protected waters, with help always nearby, and especially while wearing a PFD, is usually more of a scare and a nuisance than a serious threat – just make sure you've brought a change of clothes!

Being hit by the boom –

The boom is a metal pole attached to the mast and the bottom of the main sail that swings from side to side during certain manoeuvres. The level of injury from being hit can range from a light tap to concussion and being knocked overboard.

However... skippers will always shout out when they are about to perform the manoeuvres - listen out for "Tack!", "Gybe!" or "Duck!" in particular. This should give you adequate time to prepare for the action and get safely out of the way.

Also be sure to familiarise yourself with the range of the boom including the mainsheet ropes attached and understand how far in each direction it is capable of swinging (have the skipper or crew point it out if you're new on the boat.) Find out the "safe spots" on the boat and be prepared for unexpected boom movements e.g. the wake of large power boats that may cause the boom to swing unexpectedly, especially in calm weather with little wind.

Collisions –

Potential severity ranges from no injury whatsoever to death from trauma or drowning. They can also cost boat owners a substantial amount of money!

However... serious collisions on the water are quite rare. While skippers must make snap decisions and quick manoeuvres when steering the boat, they are doing so with a good understanding of the basic "rules of the road". They also know that the safety of the crew and the vessel are imperative so they will avoid collisions at all costs.

Education and Safety Courses

Sailing is a skill that can take a lifetime to achieve. Every time you go out on the water you are bound to learn something new. While WOW provides a fantastic opportunity for ladies to experience sailing, it can not (and doesn't aim to) teach everything there is to learn.

Some other recommended ways you can expand your sailing knowledge include:

- The TYPBC has professional coaches offering practical learn to sail courses for adults over the summer period.
Contact Club coach at tauranga.coach@gmail.com
Or phone 07 578-1615
- Bay of Plenty Sailing Academy (BOPSAT) - For under 19s to learn to sail and race in various centreboard and multihull yachts at TYPBC.
www.bopsat.com or phone
Stu Pedersen 07 574 1169
- Coastguard New Zealand – numerous courses are offered throughout the year. The Day Skipper course or the more advanced Boatmaster course is recommended.
Visit www.cbes.co.nz for more details.
- Elements Watersports – Locally-based at Kulim Park, Elements offers practical sailing courses for beginners and beyond.
Go to www.elementsonline.co.nz or
phone Peter Head on 0800 486-729

Preparing for WOW

Pre-Race Registration

WOW is a unique division within TYPBC in that it allocates available crew to available boats. In order for this system to work, crew **MUST** register their interest in sailing by 5pm Tuesday prior to each race. This allows the boat allocation person enough time to ensure that there are enough boats available for the number of ladies wishing to sail.

It is quite simple – if we don't know you want to sail, we don't know to find a boat for you!

To register, you must contact Lizanne by no later than 5pm each Tuesday prior to a WOW race. It is preferred that you contact her by emailing at: wow.tauranga@gmail.com .

State your full name, contact phone number, any previous sailing experience or boat preference, your age, preferably, as this will help Lizanne allocate you to a suitable boat in the Cruising Division.

Regular crew on a Racing Division boat need to let their skipper know if they are sailing or not by Tuesday prior to each race in order to give the skipper time to find a replacement if you are unable to participate that night. It is also helpful to email Lizanne but only need to state their name and boat and if they are sailing or not.

Enrollment and Individual Safety Declarations

All WOW participants are required to complete our Enrollment and Safety Declaration Form which includes your emergency contact name and telephone number. It must be completed before you sail, but only once per season. You can either print and complete it from the TYPBC website www.yacht.org.nz and bring it with you on the WOW night or complete the form when you arrive at sign on time at the TYPBC clubhouse.

Race Day Procedures

Sign On

It is expected that **ALL SAILORS**, including skippers & male helpers, sign on for each race at the TYPBC clubhouse regardless of whether you are sailing in the Racing or Cruising Division. For safety reasons we need to know who is on the water for the evening.

Sign on takes place on race day from 4.30pm and all participants must be signed on **NO LATER** than 5.20pm so that everyone can get to their designated boat in time.

If you are unable to get to the Clubhouse by then, you are still required to sign on. **This can be done by txt or phone to Lizanne on 022 137 0145 prior to 5.20pm**

We all have times when for various reasons eg sick children or unexpected work commitments we find on race day that we are not able to make it to WOW – please advise Lizanne asap.

Remember to provide your full name and which boat you sail on.

Please note: It is advised that crew get to their boat as close to 5pm as possible so that they can make themselves familiar with the boat they are sailing on and assist with the setup of the boat. It makes for a more relaxed start to the evening if everyone is early and ensures the boat can depart the dock allowing time to get to the start line with sails hoisted ready to sail.

Start Time

All boats must call 'Tauranga Sport Radio' on VHF channel 77 no earlier than 5.40pm with their final persons on board (POB) count (including any males on board). Once this number has been received, the Tower will provide the course number and the boat's start time based on its club handicap.

All WOW races use the Mark Foy start system which sees the first boat starting at 6pm, after the 5 minute start sequence commencing at 5.55pm. Other boats will follow as per their start time provided by the Race Officer.

From 6pm the start horn will sound at one minute intervals, with the Race Officer giving the time at intervals on VHF Channel 77 and may state the boats due to start on the next sounding.

Finish Time

The duration of each race will depend on numerous factors such as wind speed, wind direction, tide, the course chosen and the type of boat sailed on. Most races finish within 1½ to 2 hours. It is expected that crew help pack away sails and leave the boat clean and tidy before leaving. Typically, a boat would be expected back at the dock no later than 8.30pm.

Time Limit

The time limit for all WOW Thursday night races expires at 8.30pm. All boats that have not crossed the finish line at this time will be recorded as not finishing and may motor back to the dock.

Prize Giving

All sailors are welcome back to the TYPBC Clubhouse after each race for prize giving, announcements and socialising with fellow crew and skippers. Winning race boats are awarded bottles of wine from our major sponsor, Mills Reef, and spot prizes are offered to others. Raffle tickets can be bought for meat packs and other donated prizes. An affordable buffet meal is available and the bar is open.

Family and friends are welcome to join us at the clubhouse.

Race Cancellation Procedure

In the event of poor weather conditions and/or high winds on a WOW race day, the WOW Committee and Race Officer may consider postponing or cancelling the sailing for Cruising and/or Racing Divisions. This decision will be made no later than 5pm.

The WOW Committee will endeavour to post notification of any pending decisions on the TYPBC website – www.yacht.org.nz. – so check before you leave home or work.

In the event that we do decide to cancel a sail we encourage crew & skippers to come to the Clubhouse for a prepared education and activity program. This will be free for club members and WOW prepaid members and only \$5 for WOW day members and other YNZ affiliated club members. The bar will be open and the buffet meal will still be available at an earlier time than usual.

Please Note: The elements that make sailing so much fun can also lead to major headaches for the WOW Committee! While it might be blowing a gale at 10am, the wind could completely die down by 5pm and provide for ideal sailing conditions. As such, any decision to postpone or cancel will not take place before 3pm at the earliest.

In deciding whether to cancel a race, the Committee will consider the safety of participants, the willingness of skippers and boat owners to sail, and the nature of the weather conditions. It is mindful that weather conditions are an inherent but constant risk in the sport of sailing and that WOW women may wish to challenge themselves against the elements in the relative safety of the harbour. The final call is, however, with the owner/skipper of the boat as to whether the boat sails or not.

Money Matters

As much as we would all love to be able to sail for free, this is not possible. Money collected for participating in WOW is used to pay for items such as Yachting New Zealand affiliation costs, insurance, TYPBC staff wages, TYPBC clubhouse utilities and maintenance, and other related expenses.

WOW also ensures that money is allocated to the boat owners and skippers who generously offer the use of their boats. The aim of this money is to assist with the associated costs of taking ladies sailing such as fuel costs, wear and tear, general maintenance, etc.

WOW also uses some of the funds raised to subsidise education and sailing opportunities to WOW members at a reduced rate eg dinghy sailing

WOW Day Members

Day memberships cost \$15 per sail and cover participation in one WOW race. These are suitable for beginner ladies who are unsure whether sailing is right for them or for ladies who don't think they can make the majority of the WOW nights.

WOW Prepaid Members

This option costs \$90 and covers participation in all nine WOW races. It is especially designed for regular WOW crew as it provides the convenience of only having to pay once and provides a discounted rate if you sail in more than six races.

Note: The prepaid option is only available for the **first four WOW** races and is non-refundable if you don't sail.

Prepaid Member Upgrade to TYPBC Member

If you have purchased a WOW prepaid card and then decide that you would like to become a full member of the TYPBC, you may receive a \$90 discount on the cost of a TYPBC subscription.

Note: This offer is only available up to the end of **February 2017**.

YNZ Affiliated Club Members

WOW warmly welcomes members of Yachting New Zealand affiliated clubs to participate in its series. There is a charge of \$5 for these members per WOW sail to contribute to the cost of running WOW and to help financially reward the boat owners who allow the use of their yachts for WOW. For your convenience, you can pre-pay the 9 race series amount of \$45 – good if you are regular crew on a race boat.

Note: Please bring proof of current membership with you when signing on to each WOW race.

TYPBC Members

Participation in WOW is covered in your annual subscription fee so you do not need to pay extra. Your membership status will be checked before you can sail.

If you would like to become a TYPBC member, you can get a membership form from the TYPBC office or download one from the TYPBC website – www.yacht.org.nz. You need a club member to nominate you. Membership fees are graded depending on the time of year you join.

Payment Methods

You may pay for your Day, Prepaid or Club Membership by cash, cheque (made payable to TYPBC), EFTPOS or credit card.

Club Membership and WOW Prepaid may also be paid for through internet banking.

TYPBC Account: 01-0434-0082955-00

Please Note: Be sure to put your **NAME** in the reference and what you're paying for e.g. "Club Subs" or "WOW Prepaid".

What to Wear and Bring

Weather, wind and general sailing conditions will dictate what you wear. However, there are a few standard items you should bring.

Personal flotation Device (PFD)

It is always preferable to have your own PFD - life jacket, so if you do have your own - bring it with you. Otherwise use the ones that are on the boat.

Shoes

For safety reasons everyone should wear shoes and not bare feet. The best shoes are soft-soled, non-slip, **non-marking** – runners are ok. Always check your shoes for tar or stones just before boarding the boat.

Clothing

Comfortable shorts or pants, preferably without toggles or chords that can get caught on equipment or sat on; a stretchy, close fitting shirt; a warm and/or waterproof jacket along with a hat, UV or Polaroid sunglasses, sunscreen and lip balm.

It is advisable to bring a change of clothes to be left in the car while you're sailing.

The weather can change quickly and it is always cooler on the water than on land so you're best to bring layers of clothing that you can add or remove as needed.

Avoid clothing with a high percentage of cotton especially items next to your skin. Once wet, jeans, regular t-shirts and cotton sweaters stay wet and with the wind blowing past will quickly make you cold. It's no fun being cold on a boat!

Materials such as merino or possum wool, silk, polypropylene, and polar fleece are best for keeping you warm.

More Useful Tips

Sailing gloves are an important safety item that each crew member should purchase. There are several styles available but most sailors prefer the gloves that cover three fingers. These protect most of your hands from rope burn yet expose your forefinger and thumb so you can undo knots or screws.

Jewellery items such as rings, earrings, necklaces and bracelets should be avoided as they can get caught on clothing or equipment. They are also impossible to retrieve if they go overboard!

Hair can easily get caught in winches or ropes so it is best to keep it tied back

Fingernails should be trimmed short to prevent breakage as they become softened by the sea water.

Knees can often get bruised in sailing so many women choose to wear soft kneepads, such as those worn in volleyball.

A **hat clip** or cord to attach your hat to your collar prevents it being blown off (especially when looking up at the windex), likewise, a **cord** around your neck will save sunglasses from dropping overboard.

Warm Weather Suggestions

- Shirt with a collar to protect your neck from sunburn
- Bring a small bag with -
 - Sunscreen lotion & chapstick
 - UV or Polaroid sunglasses with neck cord
 - Sailing gloves
 - Sweater and/or spray jacket
 - Secure-fitting cap or full brim hat with hat clip
 - Water bottle

Beware that temperatures can change very quickly on the water so always bring some warm weather gear with you

Cold Weather Suggestions

- Wool cap or beanie – prevents heat loss through head
- Layering of shirts - Start with a base layer made of merino wool or a modern synthetic e.g. polypropylene. Followed by a close-necked, long sleeved shirt, then a heavy wool sweater and/or synthetic fleece or waterproof jacket.
- Non-marking, non-slip shoes or sea boots with long wool socks.

Foul Weather Gear offers the best protection & includes:

- Hood with drawstring
- Sealed seams to prevent water leakage
- Pockets with protective flaps and drainage holes
- Velcro or elastic cuffs to prevent water from rushing up legs and sleeves
- Sailing boots & long wool socks to keep feet dry and warm
- Lifejacket/harness/tether line (if you have one)
- A waterproof sailing bag should include:
 - Sunscreen lotion & chapstick
 - Sailing gloves
 - Foul-weather pants and jacket
 - Extra warm clothing
 - Water bottle
 - Towel to dry off afterwards – you will probably get wet!

Food & Drink

Sailing can be thirsty work so you may want to bring a bottle of water in a non-breakable container. Snacks can be eaten afterwards during debriefing at the dock and remember to take all your rubbish off the boat with you. A bottle of wine or a six pack of beer for your boat owner or skipper also goes a long way to being invited back again!

Toilet Note

All WOW ladies are advised to go to the toilet before making their way to their boats. Although most boats are equipped with perfectly functioning toilets, it can be rather inconvenient and cumbersome to go so you're better off going on land while you can.

WOW Rules and Technical Details

Starting Method

The Mark Foy starting method is used for both the Racing and Cruising Divisions of WOW.

The Race Officer (RO) will calculate the start time for each boat based on its current club handicap, which is a time correction factor arrived at from a combination of the boat's design and its performance in recent races it has competed in or its expected performance based on other similar boats. The RO may then make a slight adjustment based on the weather conditions or experience of the WOW crew sailing the boat. Each WOW night the RO reviews the start times of all boats participating.

Rationale for WOW Handicaps

Using a 90 minute race as the benchmark, each 10 point difference in the club handicap of each boat equates to about 1 minute start time difference and is calculated from the handicap of the first boat starting at 6pm.

For example:	Handicap	Start time
	.650	1800
	.700	1805
	.740	1809
	.780	1813
	.800	1815
	.810	1816
	.850	1820

If a handicap is an odd number, for example .805, a judgement call by the Race Officer can be made as to which minute to start the boat on.

The Race Officer recognises the following points:

- If a boat is sailing consistently well, is winning a lot of races, or has a handy series lead, then there is justification for raising their handicap, ie a later start time.
- The problem with raising it too high is that it penalizes the crew for sailing well, which is what all sailors should aspire to.

- Therefore, any increase in their handicap should be a bit less than the level they are sailing to as good performance should not be unduly punished.
- In a similar vein, a boat that is struggling can have a drop in handicap but not to the point where they are handed a race victory on a plate – they must be made to work for it.
- In short, the ideal system is one that enables any boat to have a chance of a win if they sail to the best of their potential and ability.

Rules and Sailing Instructions

All sailing in NZ is currently governed by the Racing Rules of Sailing (RRS) 2013-2016, the International Sailing Federation (ISAF) rules for racing yachts. Every sailing club also follows its own instructions, hence, TYPBC has its own General Sailing Instructions and Notices of Race which governs the WOW Summer Series. The 2016-2017 Sailing Instructions including the course sheets are available from the TYPBC office or from our website www.yacht.org.nz

As per the YNZ Safety Regulations each WOW boat owner must ensure their boat meets certain safety standards, which include having a working VHF radio and an operational inboard or outboard motor.

Boat Eligibility and Entry

- To be eligible to participate in WOW the skipper/boat owner (entrant) shall be a member of TYPBC or another YNZ affiliated club.
- Boat entries will be accepted by completing the WOW Entrant's Declaration form available at the TYPBC office or by email request to – wow.tauranga@gmail.com
- There is no entry fee for boats in the Cruising Division.
- Entry for the Racing Division is \$40 per boat and must be paid to TYPBC by the end of the 3rd race, after which, if the entry fee is not received, the boat is relegated to the Cruising Division with no results.
- Any Racing Division entries after the 3rd race are subject to WOW committee approval and all remaining 6 races must then be completed to be eligible for prize monies.
- Measurement is not required; however safety inspections may be undertaken.

WOW Special Rule

WOW is unique in that it is the team that is the entrant in the Racing Division not just the boat. This enables the team to use another boat if their usual one is not available, allowing them to continue competing in the Racing Division and carry their points over to the new boat.

Scoring

- The Low-Points Scoring System of Appendix A of the RSS (Racing Rules of Sailing) will apply.
- Three races will be required to be completed to constitute a series.
- A total of 9 races are scheduled for the series, of which the **worst** result will be discarded if 6 or more races are completed.

Please Note: The 2016-2017 TYPBC Sailing Instructions and Notices of Race, including the Harbour Courses, is available from TYPBC office or the TYPBC website.

Sponsors

WOW is very grateful for the generosity and support of our sponsors in providing us with gifts and vouchers for prizes and fundraising.

Mills Reef has been our major sponsor almost since the inception of WOW. As well as providing bottles of their award winning wine for the place getters for each race, Mills Reef also provide a very generous lunch voucher for the overall winners of the racing division series.

Our other sponsors include:

Scarlett Hair Studio

Rialto Tauranga

Synergy Vitality Spa

Configure Express

Blokart Recreation Park

Honey Bliss

Nautilus Café Bar and Restaurant

Trudi Calder Pilates

The Sugaring Room

Club Aspire

Slowfish Café

Burnsco Marine

MILLS REEF
WINERY

★
RIALTO
TAURANGA

synergy
VITALITY SPA

The
SUGARing
ROOM
HONEY WAXING

blo.kart HEAVEN rent & race

HoneyBliss

BURNSC
THE JOURNEY STARTS HERE

Nautilus
Café & Restaurant



SCARLET
HAIR STUDIO

Configure
EXPRESS
The Gym for Women

TRUDI
CALDER
Pilates

slowfish

aspire
HEALTH & SPORTS