



HANDBOOK WRSC 2025

Your guide to the year ahead

Formed in 1937, West Riding Sailing Club is one of the largest, oldest and most active sailing clubs in West Yorkshire.

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Main section 1: WRSC, The club's purpose and objectives

We give joy to our members by enabling water-based activities on and by Winterset Reservoir. We encourage and promote the sport of sailing craft, we encourage social interaction between members and we maintain and conduct at Winterset a club for the accommodation of members and friends and generally to afford to members and their friends all the usual privileges of a club.

At WRSC we focus on:

1. **Teamwork:** Fostering a strong sense of collaboration and mutual support among club members.
2. **Sportsmanship:** Promoting respect, and camaraderie both on and off the water.
3. **Safety:** Prioritising the well-being of members by adhering to WRSC safety protocols and practices.
4. **Environmental Stewardship:** Instilling a commitment to preserving the environment through responsible sailing practices.
5. **Inclusivity:** Creating an open and welcoming atmosphere for individuals of all ages, backgrounds, and skill levels to participate in the joy of sailing.
6. **Education:** Providing opportunities for continuous learning, skill development, and knowledge sharing within the sailing community.
7. **Community Spirit:** We embrace a culture of support and unity within our club. We value every member as an integral part of our sailing family. By fostering a strong sense of community spirit, we actively engage in mutual encouragement, celebrate each other's successes, and extend a helping hand during challenges. Together, we create a welcoming environment where everyone feels valued, ensuring that the bond among our members becomes the heartbeat of our sailing community.
8. **Resilience:** Cultivating a mindset that embraces challenges and learns from setbacks, fostering personal and collective growth among members.

Main section 2: Officers of the clubs 2025

Commodore: Soeren Vonsild

Vice Commodore: Vacancy

Rear Commodore: Alistair Banks

Honorary Secretary: Tim Hattersley

Membership Officer: Clare Thompson

Honorary Treasurer: Andy Hoey (Ray Ferriby)

Publicity Officer: Nina Ricks

Ordinary Member: Nick Franks

Club Welfare Officer: Charlotte Scaife

Sailing Chair: Guy Cokill

Training Officer/Chair: Tom Butterworth

Social Chair: Nina Ricks
House Committee Chair: Ray Jones
Bosun: Roger Perry and Alistair banks
Grounds: Derek Allen
Handicap Class Captain: Oliver Thompson
Laser Class Captain: Stuart Garside
Solo Class Captain: Vacant
Youth Captain: Oliver Robinson
Youth Development Officer: Mark Robinson
Chief Dinghy Instructor: Helen Cook
Chief Power Boat Instructor: Roger Perry
Bar Steward: Graham Metcalfe
Catering Officer: Sam Lewis
Summer Camp: Charlotte Scaife

Main section 3: We make sure that the club is a nice place to be as well as a nice place to sail

We're excited to unveil our lineup for the upcoming months, packed with exciting activities and unforgettable experiences.

The social aim at WRSC is to facilitate meaningful interactions and connections among members beyond the sailing activities. Creating a social environment where individuals can forge friendships, share experiences and build a strong sense of community. Through social events, gatherings, and casual conversations, the aim is to enhance the overall club experience by promoting a supportive and enjoyable atmosphere that extends beyond the confines of the water. Social interactions at WRSC contributes to the camaraderie, fostering a sense of belonging and shared enjoyment among members.

For full details visit the Events page and the WRSC 2024 Calendar page on the club website:

[WRSC 2025 Calendar](#)

Keep an eye on WRSC's social media for event announcements, dates and details, too.

If you want to get involved in any events, then you're always welcome to volunteer. Simply let one of the team know or drop Nina an email: publicity.officer@wrsc.org.uk.

Main section 4: Practical information

1. Workdays: Can You Help?

Workdays are planned on the following Saturdays from 10:00am to 3:00pm. Please put the dates in your diary and do your best to come along and help the Club get all the jobs done without which it couldn't function:

Saturday 22nd March 2025

Saturday 10th May 2025

Saturday 9th August 2025

Further WRSC workdays may be organised when required and will be published separately. Please check the club website for more information.

2. Duties

For 2025 we will continue using the [Dutyman](#) system to allocate and schedule the duties that we need members to undertake. The [Dutyman](#) system is independent of the WRSC website:

All members' details will be added to [Dutyman](#) which will send them a [Dutyman](#) login.

The system will notify you of your allocated duties at the start of the year and send reminder emails as the duty approaches. If you cannot attend any of these duties, you are responsible for finding a replacement through the duty man swap function, by following the link on the notification email. Please note you can only swap the same duty, eg an OOD cannot swap with a Race Team member.

Wednesday evenings:

1. **OOD:** Organise and run the race. We suggest you try to arrive at least 60 minutes before racing starts to accommodate any unexpected events/conditions/circumstances.
2. **Ass OOD:** Assist the OOD and carry out tasks as directed, Sundays.
3. **OOD:** Organise and run the race. We suggest you try to arrive at least 60 minutes before racing starts to accommodate any unexpected events/conditions/circumstances.
4. **Assistant OOD:** Assist the OOD and carry out tasks as directed.

Race Team, Carry out tasks as directed by the OOD and Assistant OOD, these may include:

- Manning the safety boat
- Assisting in the race hut
- Locking / Unlocking
- Calculating Results
- Etc

Please read Section 8 'Duties of the officer of the day (OOD)' below for the full detail.

OOD training will be offered online and/or at the club as soon as the 2024 duties have been allocated.

3. Key holders

All members can avail themselves of a key to the compounds and the changing rooms by payment of a small deposit to the Hon. Treasurer. If access to the Clubhouse and rescue boats is required, the following key holders may be contacted:

Alistair Banks
Guy Cokill
Tim Hattersley
Ray Ferriby
Clare Thompson
Sam Lewis
Nina Ricks
Stuart Garside
Tom Butterworth
Charlotte Scaife
Ray Jones
Roger Perry
Soeren Vonsild
Mark Robinson

Main section 5: Calendar for 2025 – 2026

The calendar is constantly updated with new and exciting activities and events. See the calendar on our website here: [WRSC Calendar](#)

Main section 6: Club Racing Formats

Sunday Racing

Early Spring Series – Handicap Racing

First Race - 11.00am

Second Race - 1.00pm

Third Race - To follow immediately

Spring Series – Fleet Racing

First Race - 11.00am

Second Race - 1.00pm

Third Race - To follow immediately

Summer Series – Fleet Racing

First Race - 11.00am

Second Race - 1.00pm

Third Race - To follow immediately

Autumn Series – Fleet Racing

First Race - 11.00am

Second Race - 1.00pm

Third Race - To follow immediately

Frostbite Series – Handicap Short Races

First Race - 11.00am

Second Race - To follow immediately

Third Race - To follow immediately

Fourth Race - To follow immediately

Northern Brass Monkey – Handicap Short Races

First Race - 11.00am

Second Race - To follow immediately

Third Race - To follow immediately

Fourth Race - To follow immediately

The start sequence will be 5,4,1,0 minutes (as described in rule 26 of ISAF/RYA rules of sailing) for all series.

The starting order for class racing is: 1) Handicap fleet 2) ILCA/Laser fleets (Normal, Radial and 4.7) 3) Solo fleet.

If there are less than 5 Solos or Lasers entered into their race, they must start with the handicap fleet, with the results being separated afterwards.

Wednesday Evening Racing

6.45pm earliest start. Pursuit races based on 1 hour for the standard ILCA / Laser.

Scoring Summary (club racing only)

In a series, the number of races to count will be half of those completed, fractions being raised to the next whole number.

Point awarded:

No. of boats starting	1	2	3 or more
Points for 1st place	3	2	1
Points for 2nd place	x	3	2
Points for 3rd place	x	x	3

A boat that did not start shall be scored points for the finishing place one more than the number of boats entered in the series. A boat that did not finish, retired after finishing or was disqualified shall be scored points for the finishing place one more than the number of boats entered in the race. Volunteers for rescue - average of individual's points for that series (helm must sail in 25% of races and only volunteer if Race officer requests extra assistance).

Main section 7: 2024 Racing Results

West Riding Sailing Club Prize Winners 2024

To be updated by Guy Cokill results will be posted to the WRSC website and WRSC Facebook Group and pinned to the top of the group page.

Main section 8: Duties of The Officer Of The Day

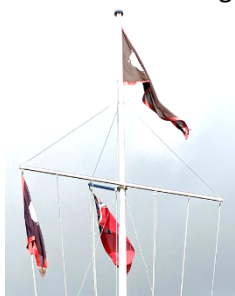
Before the day:

1. Check with your assistants that they will be present or have arranged a substitute.
2. Familiarise yourself with the flags used, starting sequences, rescue boat and committee boat features.
3. Check that you have a compound key and that a club key holder will be present to unlock the clubhouse and boathouse.
4. Make sure that you know what format of racing is used on the day.
5. Ensure you have a watch suitable for starting the races and for timing the handicap fleet and Laser fleet if Radials and or 4.7s are entered.

At the club:

1. General set-up of the facility:

- a. Unlock changing rooms, boathouse and compounds.
- b. Open the shutters around the bar area, unlock the doors and switch on the heating if it is cold, to make it a nice place to be for those who don't sail.
- c. Hoist the Club Burgee on the mast, Red Ensign on the Yard Arm and the Commodore's Burgee (if present) on the right Crosstree.



- d. Check necessary starting flags, with a small set on the Committee Boat and a large set available for the main mast.
- e. Prepare the race sheet on the laptop and place on the clubhouse table to allow sailors to enter their details.

2. Prepare the committee boat:

- a. Open the canopy.

- b. Check that there is enough diesel in the tank (min 5L) and fill up if required (Bosun duty?).
- c. Check that the required flags are on board and useable.
- d. Check function of horn and lights.
- e. Fit the course board on the side and check that all numbers are there.
- f. Make sure that pens and results sheets are on board – and/or a laptop for the same.

3. Prepare the rescue boat:

- a. Check that there is petrol in the tank and fill up if required. The engine uses neat unleaded petrol.
- b. Check that lines, oars and other rescue equipment is present in the boat (check list?).
- c. Launch the rescue boat and drive it to the jetty where it is moored to be on stand-by for rescue. There should always be at least one rescue boat on stand-by to provide adequate rescue at all times. Adequate rescue being the ability to remove people from the water as quickly and safely as possible. Despite what sailors say it is far more important to rescue people; if needs be, leave the boat till later.

4. Preparing to race:

- a. Try to get out on the water to assess the wind strength and direction enabling a good course to be set.
- b. Consult with assistants on the best course available given the existing wind conditions. If in doubt seek advice from a Sailing Sub Committee member.
- c. A good course should have a windward start followed by a long beat to the first mark. It should avoid areas with no wind and also consider potential anglers.
- d. Set a course on the course board in/near the clubhouse. Additional notes can be written on a blackboard.
- e. The course should be displayed 30 minutes before the start of the race.
- f. Ring the bell and do a briefing following the standard agenda.
- g. Display the course with the numbers on the committee boat.
- h. Sail out in the committee boat to the starting position and check that the course is still OK.
- i. If required, change the course by:
 - i. Changing the numbers on the board.
 - ii. Displaying flag 'L'  accompanied with 2 'hoots'.
- j. Set a start line, normally between a mark and the mast on the committee boat. A start line should be one and a half times the length of the fleet. The line should be at right angles to the wind with any slight bias favouring the port tack.

5. Starting the race:

- a. If it is a handicap race then all boats start together using flag 'R' 
- b. If it is fleet racing then there will be 3 starts (Only if 5 or more Solos or Lasers have entered the race):
 - i. Handicap (Flag 'R' )

- ii. Laser's ()
- iii. Solo's ()
- c. The starting sequence for each race is:
 - i. 5 min - 1 'hoot' plus hoisting the class flag  ↑
 - ii. 4 min - 1 'hoot' plus hoisting flag 'P'   ↑
 - iii. 1 min - 1 'hoot' plus lowering flag 'P'   ↓
 - iv. 0 min - 1 'hoot' plus lowering the class flag  ↓
(when multiple fleets are starting the starting 'hoot' is also the 5 minute 'hoot' for the next fleet).
- d. If 1 or 2 boats are over early then do an individual recall:
 - i. 1 'hoot' plus raise flag 'X' 
 - ii. Shout out the sail numbers of the boat(s) over early.
 - iii. The offending boat(s) must come back and cross the start line again. If not then pls write OCS (on course side) next to their result.
- e. If most of the boats are over early then do a general recall:
 - i. 2 'hoot' plus raise flag '1st substitute' 
 - ii. When all boats have returned to the starting area, lower the general recall flag and 1 'hoot'.
 - iii. Begin the starting sequence again 1 minute after the general recall flag is lowered (if there are multiple fleets starting the recalled fleet goes to the back of the starting sequence).
- f. If for any reason you need to halt the starting sequence:
 - i. 1 'hoot' plus raise flag 'AP' 
 - ii. When you are ready to start the race 1 'hoot' and lower AP.
 - iii. Begin the starting sequence again 1 minute after AP is lowered.

6. During the race:

- a. Keep an eye out for anybody that might be in trouble. Help where you can.
- b. Keep an eye on the sailors and watch out for any rule breaking.
- c. Make sure that all the boats are recorded on the race sheets.
- d. Note if any boat retires.
- e. Record lap times for all boats if possible and/or relevant. At least maintain an awareness of lapped boats.
- f. Start thinking about when and where to finish the race. (Ideally, the lead boats should race for about 45 minutes (Short Races 20 minutes)).

7. Finishing the race:

- a. Set up a finishing line. This can be between the committee boat and a mark or between the outer distance mark and the racing hut.
- b. When the leading boat is coming nearer to the last mark before the finish, raise flag 'S'  either on the mast of the committee boat or on the main mast on land.
- c. As the leading boat rounds the last mark before the finish, make 2 'hoots'.
- d. As the boats finishes, give each boat a 'hoot' and record the time for each boats.

- e. It is the ODs responsibility to enter the days results on the club's Lap Top computer at the end of the day. A member of the Sailing Committee will be happy to offer guidance. If for any reason the computer is not available results should be calculated manually and the completed sheets left in the folder on the club noticeboard.
- f. Take a photo of the results and upload it to the members Facebook page.
- g. Upload the results to the WRSC website if possible.

8. Other comments:

- a. When finishing the Handicap fleet, finish the fastest boat first. If slower boats are to be finished a lap early, ensure they are finished after the leading boat on the water. Time every lap completed and ensure that the part lap (at the start of the race) is not included when multiplying up the lap times for those boats that have completed fewer laps.
- b. Make sure that Laser radials and Laser 4.7s are included in the Laser fleet, not the handicap fleet and that all Lasers are timed if necessary.
- c. **Notes on handling rescue/committee boats:**
 - Move to and from the shore using oars when the water is not deep enough to put the motor down.
 - Avoid hitting the propeller on the slipway, following a line from the end of the jetty to Number 9 buoy is usually safe.
 - Approach a capsized boat from the leeward side and slow down in good time.
 - If needs be when operating in confined areas, anchor the boat and drift down towards the capsized boat.
 - [Remember the priority is to rescue people first, boats second.](#)

9. Pursuit Races:

- a. A pursuit race involves starting the entrants at different times according to each class's PY rating, with all boats finishing at the same time.
- b. At WRSC we base the timings around Lasers racing for exactly 1 hour, with other start times being relative to the Lasers.
- c. The start times are re-calculated each year when the PY numbers are issued and displayed in the clubhouse.
- d. The OD must determine the classes of boat entered into the race and calculate the starting times.
- e. There is a 5,4,1 Start Sequence as described above for the 'slowest' class using the handicap flag. After the first start each subsequent start is signalled by 1'hoot' only (no flags).
- f. The race finishes exactly 60 minutes after the Laser Start.

- g. The race team should stay on the water throughout and keep a close eye on the relative positions of the competitors. It is advisable to set a relatively long course to avoid the confusion caused by lapped boats.
- h. In the last few minutes of the race it should be possible to determine which boats are not likely to change positions and log their results. Ensure you are positioned near to any potentially close finishes at the finishing gun.
- i. If in any doubt over final positions at the end of the race ask the competitors.

10. After racing:

- a. Return any marks that may have been moved during the day back to their original positions.
- b. Park the committee boat and pack it up ready for next time.
- c. Obtain assistance to return rescue boats to the boat house. Replace any flags that have been used. Return fuel cans to the fuel store. Replace any other equipment.
- d. Calculate handicap results for the handicap fleet (and laser fleet) using the laptop or if it is not available, write up all results on the results sheets in the Club House.
- e. If a protest is submitted, ensure it is made out on the correct form (kept in the club house) and arrange a protest committee as soon as possible. Protests should be heard before entering results.
- f. Upload the results to the WRSC Facebook page if possible.
- g. Lower the flags of the main mast, fold them nicely and return them to the flag pockets.
- h. Ensure the boathouse, committee boat and compounds are locked. Check that a designated club key holder is there to lock up the club house.
- i. Relax with your fellow sailors in the bar and reflect on the events of the day.

Remember: If in doubt please ask a member of the sailing Sub Committee.

Main Section 9: Guidelines for the use of Winterset Reservoir

Sailors safety

All sailors are responsible for their own safety at all times, also when there is a rescue boat on the water. Therefore, please think before you sail. How can you manage if something happens? Can you recover from a capsize? Has your boat been buoyancy tested? Are you wearing sufficient warm protective clothing? Is there another boat that can come and assist you? Is somebody watching from the shore? Etc.

- We will reinforce the importance of all members adhering to the existing rule of wearing suitable buoyancy aid / life jackets whilst on the water and that these should not be the inflatable variety. Signage will be put up near the jetty concerning this as previously agreed.
- Members will be reminded that their boats must be sea-worthy and buoyancy tested regularly. The Committee reserves the right to request testing at any time.
- Member boats must be of a recognised class, with Committee approval before being allowed to sail to ensure only suitable boats are accepted.

- Member boats must be insured as per the existing club rules
- Members must never sail alone – there must always be at least two boats on the water. (This will be a new rule. Membership approval for the formal rule change will be requested at the next AGM).

Anglers agreement

As you may be aware, our lake is now owned by Winterset Fisheries. We are doing our best to maintain good relations with the anglers and we have prepared guidelines as per below. Please have a read through and make sure that you are aware of the presence of anglers when you are sailing. Fishermen, like us, pay an annual membership fee to use the water and we would request that you be respectful of their right to fish. This can be done by giving them a wide berth, generally not sailing too close to the bank and any use of the powerboat should be slow and steady unless for the purpose of rescue.

General rules:

1. Always respect other users of the lake.
2. Respect your surroundings.
3. None of these rules will apply in case of emergency, rescue, recovery or similar.

Rules for sailors

No sailing is allowed within 50 yards of the shore at any time, except for the shore in front of the sailing club. This will be reinforced at every briefing taking place before races. The 50-yard zone is marked with a red line on the aerial photo below.

In the exceptional case, where a sailor is found to be in breach and enters the 50-yard zone, WF will alert WRSC without delay and WRSC will take appropriate action with the offending sailor.

Rules for Powerboats

The use of the powerboats can disrupt or damage the fishing by sailing over lines, spooking the fish, causing a wake and by being a nuisance.

We have agreed the following for powerboat use:

- The same as for sailors plus.
- No powerboats in the no-go zones, unless to assist in rescue, recovery of equipment or other emergency.
- Slow down. Use only the speed required for the situation and where possible maintain a good distance from the shore.
- No powerboat sailing without a specific purpose.
- Look out for anglers and stay as clear as possible.



Agreed position of marks (What3Words):

T = binders.rush.universes

1 = pages.calls.foreheads

2 = [home.approvals.distorts](#)

3 = blemishes.wage.lingering

4 = mastering.adventure.waged

5 = crouches.prowling.incurring

6 = mouse.flattered.axed

7 = pixel.remit.waltzed

8 = binders.rush.universes

9 = admire.shrub.pouting

Main Section 10: Training

Courses helping you to enjoy a lifetime on the water.

WRSC are keen to generate more activity and interest around the club and to make sailing more enjoyable for all. To support this, we are offering training and coaching for all current, new and potential members.

Although you don't legally need a licence to skipper a vessel in UK waters, RYA qualifications are highly respected worldwide and can be used as proof of competence. Whether you want to charter a yacht on holiday or start a career at sea, an RYA certificate proves your experience and ability as a skipper.

The key courses we offer at WRSC are:

- Taster sessions – Saturday xxx May (members and non-members)
- RYA Level 1 – Start Sailing – Saturdays xxx and xxx of June (members only)
- RYA Level 2 – Basic Skills – Saturdays xxx June and xxx July (members only) (xxx July as spare)
- RYA Level 3 – Better Sailing – Dates TBA (members only)
- Youth Sailing Scheme – Dates TBA
- RYA Powerboat 1 and 2 – Dates as per individual agreement with the instructor (members only).

More dates will be offered if there is sufficient interest

Junior Coaching and Adult Improvement and Start Racing sessions

We have organised informal Junior coaching and adult improvement sessions, where members come together and address individual needs in a day of coaching and practise.

For 2025 we have reserved the following dates:

Saturday 5th July
Saturday 2nd August
Saturday 26th July (Summer Camp)
Saturday 23rd August (Commodore's August Bank Holiday Weekend)
Saturday 6th September
Saturday 4th October

You must be a member before you can be accepted on the RYA courses. The prices are £20 for the taster session and £60 per RYA course which includes the required course material. You can view costings and register your interest in any type of training and coaching by clicking the link in the training section of our website: www.wrsc.org.uk.

Main Section 11: Pleasure and practise sailing

1. Pleasure and practise sailing on Winterset

Recreational sailing is available almost anytime at the club with the exception of when special events are running. These are listed in the calendar and usually feature on the Facebook group. If there is not a safety boat out, then you can still sail so long as you have taken appropriate safety precautions. These may include having another boat on the water with you so you can help each other if you have difficulties – this is called buddy sailing. Sailors are required to identify locations of anglers and keep clear of any fishing lines in the water.

Please adhere to the Guidelines for the use of Winterset Reservoir at all times – see above

2. Dinghy Cruising

There are a number of members who use their dinghies for social sailing at the club and cruising further afield. The cruising "fleet" will have an occasional organised expedition,

usually to the Lake District. Some people may camp on their boat, most prefer a tent or a campervan and some stay in B&Bs etc.

Most of the WRSC members who have a cruising dinghy are members of the Dinghy Cruising Association; those with Tideway Dinghies are also members of the [Tideway Owners' Association](#). These organisations arrange meetings for people to attend throughout the year. It enables people to sail together and help each other with launching and recovery etc. Also, it introduces more inexperienced sailors to more challenging sailing such as on rivers and estuaries once sufficient confidence and competence has been acquired.

If you are interested in dinghy cruising, then the [Dinghy Cruising Association](#) website is an excellent place to start. You will see the heading "Cruising" and a drop-down selection which includes "Getting Started". [The Cambridge School of Navigation article by John Starkie](#) contains a wealth of information about dinghy cruising. If that whets your appetite do ask anyone with a cruising dinghy at the club. You will be able to tell the traditional cruising dinghies although there is a Wayfarer, a Wanderer, and a Leader which may not at first sight look like cruising dinghies. Alternatively ask for Richard, Malc, Bryan, Ray or Anne usually to be found on a Wednesday or Saturday daytime at the club.

Main section 12: Rules of West Riding Sailing Club

Rule 1: Objects:

1. The name of the club shall be "West Riding Sailing Club" and the objects for which the club is established shall be to encourage and promote the sport of sailing craft of the classes determined upon a General Meeting of the club except that the Management Committee and Sailing Committee may upon application to and with their joint agreement, grant monohulls permission to sail on the club water for specific occasions.
2. To encourage social intercourse between members; to maintain and conduct at Winterset (or any such place as may be determined by the members in a General Meeting) a club for the accommodation of members and friends and generally to afford to members and their friends all the usual privileges of a club.
3. The club is a non-profit making organisation. All profit and surpluses will be used to maintain or improve the club's facilities. No profit or surplus will be distributed other than to another non-profit making body or to members on the winding up or dissolution of the club.
4. The Club burgee shall have a black background with a heraldic Yorkshire Rose and a red border to the upper and lower edge.
5. The Club will not accept any liability for any damage to or loss of property belonging to members, their guests or visitors to the club.
6. The Club will not accept any liability for personal injury arising out of the use of club premises and any other facility of the club or participation in any sailing activity, whether sustained by members, guests or visitors to the maximum extent permitted by law.

7. Before inviting any guests or visitors onto the premises or to participate in events organised by the Club, the member will draw their attention to rule 1(5) and 1(6).
8. Written communication between West Riding Sailing Club and its members or between an organisation acting on behalf of West Riding Sailing Club and the members can be by either electronic or paper form.

Rule 2: Officers

1. The Officers of the club shall comprise of a Commodore, Vice Commodore, Rear Commodore (maximum two), Honorary Treasurer, Honorary Secretary, the Trustees, the Class Captains, the Chairs of the House, Sailing and Social Committees, Publicity Officer, Training Officer, two Ordinary Members, Chief Dinghy Instructor, Chief Powerboat Instructor, Youth Development Officer and such other officers as may be elected annually at the Annual General Meeting.
2. All officers (except the Trustees & Rear Commodores) shall retire annually but will be eligible for re-election. The Commodore shall serve for a maximum of three years and shall not be eligible for re-election for at least one year. Rear Commodores shall be previous Commodores and will be invited annually by the Management Committee to serve as Rear Commodores. Ordinary Members may serve a maximum of two years.
3. The club shall be managed by a Management Committee which shall comprise of the Commodore, Vice Commodore, Rear Commodores, Honorary Treasurer, Honorary Secretary, Chairs of the House, Sailing and Social Committees, the Class Captains, Publicity Officer, Training Officer, and two Ordinary Members.
4. The following Sub Committees shall deal with matters specified and shall report to the Management Committee:
 - a. **House Committee** - shall deal with all property management and maintenance and shall consist of:
 - i. Chair
 - ii. Bosun
 - iii. Other members may be co-opted by the Management Committee.
 - b. **Sailing Committee** - shall deal with all sailing matters and shall consist of:
 - i. Sailing Secretary (Chair)
 - ii. Class Captains of the recognised sailing classes whose duty it is to be a recognised point of contact for their respective fleet, fully representing the views of their class and promoting class activities.
 - iii. Other members may be co-opted by the Management Committee.
 - c. **Social Committee** - shall deal with all social and catering activities and shall consist of:
 - i. Chair
 - ii. Bar Steward
 - iii. Catering Officer

- iv. Other members may be co-opted by the Management Committee.
- d. **Training Committee** – shall deal with all sail training activities and shall comprise of:
 - i. Training Officer
 - ii. Chief Power Boat Instructor -subject to relevant qualification
 - iii. Chief Dinghy Instructor -subject to relevant qualification
 - iv. Youth Development Officer
 - v. Other members may be co-opted by the Management Committee.
- 5. The Management Committee shall have the power to appoint additional Sub Committees and officers of such Sub Committees as they think proper.
- 6. The Honorary Treasurer and the Honorary Secretary shall exercise such powers as may from time to time be delegated by the Management Committee.
- 7. Nominations to replace retiring officers shall be sent to the Honorary Secretary at least thirty-five days before the date of the Annual General Meeting, the consent of the nominee having first been obtained.

Rule 3: Trustees

- 1. There shall be at least two Trustees of the club, who shall be ex–officio members of the Management Committee, who are willing to be so appointed, from time to time as necessary by the members of the club at a General Meeting. A Trustee shall hold office during his lifetime or until he shall resign, by notice in writing given to the Committee, or until a resolution removing him/her from office shall be passed at a General Meeting of the Club by a majority comprising two thirds of the Members present and entitled to vote.
- 2. All the property of the club, including land and investments, shall be held by the Trustees for the time being, in their own names so far as it is necessary and practicable, on trust for the use and benefit of the club. On the death, resignation, or removal from office of a Trustee, the Committee shall nominate a new Trustee in his/her place, and shall as soon as possible thereafter, take all lawful and practicable steps to procure the vesting of all club property into the names of the Trustees as constituted after such nomination. For the purpose of giving effect to any such nomination, the [Honorary] Secretary for the time being is hereby nominated as the person to appoint new Trustees of the club within the meaning of Section 36 of the Trustee Act 1925 and he shall by Deed duly appoint the person or persons so nominated by the Committee.
- 3. The Trustees shall in all respects act, in regard to any property of the club held by them, in accordance with the directions of the Committee, and shall have power to sell, lease, mortgage or pledge any club property so held for the purpose of raising or borrowing money for the benefit of the club in compliance with the Committee's directions and certified in writing by the Commodore and Honorary Secretary (which shall be duly recorded in the Minutes of the proceedings of the Committee) but no purchaser, lessee or mortgage shall be concerned to enquire whether any such direction has been given.

4.
 - a. The Trustees shall be effectually indemnified by the Committee out of the assets of the club from and against any liability, costs, expenses and payments whatsoever which may be properly incurred or made by them in the exercise of their duties or relation to any property of the club vested in them, or in relation to any legal proceedings, or which otherwise relate directly or indirectly to the performance of the functions of a Trustee of the club.
 - b. To be incorporated in every contract, lease, licence or other agreement entered into by the Trustees of the Club: The liability of the Trustees for the performance of any contractual or other obligation undertaken by them on behalf of the Club shall be limited to the assets of the Club.

Rule 4: Members

1. Membership of West Riding Sailing Club shall be open to any individual, without prejudice, who is interested in helping West Riding Sailing Club to achieve its aim, willing to abide by the rules of West Riding Sailing Club and willing to pay any subscription agreed by the Management Committee. Members under the age of 18 must be accompanied by a guardian, who is a member of the club.
2. The club shall consist of the following categories of membership:
 - a. Family - a member and their spouse or partner and children under 21 years of age.
 - b. Single - eighteen years of age and over.
 - c. Cadet – at the discretion of the management committee, a Cadet membership may be granted to an individual member who is under 18 years of age and wishes to attend the club for the purpose of sailing. The category provides a membership for a parent or guardian to attend the club with the Cadet. The guardian has no additional sailing rights or rights to use the lake.
 - d. Country - at the discretion of the Management Committee, Country membership may be granted to members of the club who, because of a change of residence, are unable to visit the club on a regular basis.
 - e. Student - at the discretion of the Management Committee, Student membership may be granted to members of the club who are bona fide students in full time education.
 - f. Retired - at the discretion of the Management Committee, Retired membership may be granted to members of the club who have ceased to sail.
 - g. Associate RC Yacht – at the discretion of the management committee, an Associate RC Yacht membership may be granted to an individual member who wishes to attend the club for the purpose of sailing radio-controlled yachts of the International One Meter (IOM) Class. The category of membership has no other sailing rights associated with it. Proof of ownership of an IOM class radio-controlled yacht will be required.

The age of a member will be defined as that on 1st December of the club year.

3. An Annual General Meeting shall have the power to elect Honorary Members who shall enjoy all the privileges of a Family or Single member. New members may apply for

membership through the Management Committee. A copy of the club rules shall be made available to prospective members.

4. Temporary members may be approved by the Management Committee for periods not exceeding six months, the temporary membership fee to be not greater than one sixth of the annual subscription for the appropriate category of member for each month of the temporary membership. The number of temporary members and honorary members shall not exceed a significant proportion of the total membership.
5. Notwithstanding anything to the contrary in these rules, no member of any category shall be admitted to membership, or as a candidate for membership admitted to any of the privileges of membership without an interval of at least two days between their nomination, or application for membership and their admission.
6. Resignations from membership are submitted to the Honorary Secretary in writing. On resignation any club keys held by members MUST be returned to the Honorary Secretary.
7. The membership of any member may be terminated for good reason by the Management Committee provided that: the member concerned shall have the right to be heard by the Management Committee accompanied by a friend, before a final decision is taken.
8. All members and visitors are obliged to comply with the club's Health & Safety policy.

Rule 5: Fee and Subscriptions

1. All fees and subscriptions shall be determined from time to time by the Management Committee.
2. The Club year runs from 1st December to 30th November. Fees and subscriptions are due on 1st December each year.
3. Newly elected members joining throughout the Club year shall pay their fees and subscriptions upon election.
4. Members may apply to berth a boat or boats in the Club compounds. Berths will be allocated to successful applicants by the House Chairman. It is the responsibility of the member to maintain their allocated berth(s) in good order throughout the year. The Management Committee will determine any action to be taken where allocated berths are not so maintained.
5. The full berth fees shall be payable for boats stored for any part of the year (1st December to 30th November).
6. The Club does not accept any liability for the security of boats stored in the compounds. The club does not accept any liability for damage to boats stored in the compounds, however caused.

7. If at any time a berth fee, in respect of any boat which has been left in the boat compound is more than three months overdue, then:
 - a. The Management Committee shall be entitled to move the boat to any other part of the Club premises without being liable for any loss or damage to the boat, howsoever caused.
 - b. The Management Committee shall be entitled upon giving one month's notice in writing to the member or former member, at their last known address shown in the Register of Members, to sell the boat and to deduct any moneys due to the club (whether by way of arrears of subscriptions or berth fees) from the net proceeds of the sale before accounting for the balance (if any) to the member or former member.
 - c. Alternatively, any boat which, in the opinion of the Management Committee, cannot be sold on such notice as aforesaid, be disposed of in any manner the Management Committee may think fit and the expenses recovered from the member or former member. Any arrears as aforesaid shall be deemed to be a debt owing to the Club by the member or former member. Further, the Club shall, at all times, have a lien over members or former members boats berthed on the Club's premises in respect of all moneys due to the Club, whether in respect of an arrears of subscription fees or otherwise.

Rule 6: Meetings

1. The senior officer present shall preside at any meeting, alternatively another member may be appointed to the chair for that meeting.
2. The Management Committee shall meet not less than six times per year after prior notice has been given to all its members.
3. The club year shall end on the 30th November each year and the Annual General Meeting shall be held within four months thereafter. General Meetings shall be convened by fourteen days written notice. All paid up Single and Family members of eighteen years of age and over shall be entitled to vote at a General Meeting.
4. The audited annual accounts shall be available to members at the Annual General Meeting. The auditor shall not be an Officer of the club as described in Rule 2(1).
5. Extraordinary General Meetings may be called at any time by the Management Committee or a requisition signed by a minimum of seven adult members of the Club, or one fifth of the adult membership of the Club, whichever shall be less in number. Such requisition to state the subject of the proposed meeting which must be called within thirty days of receipt of such notice by the Honorary Secretary.
6. Twenty-four, or one half of the vote carrying members of the Club, whichever shall be less in number, shall form a quorum at a General Meeting.
7. Four members of the Management Committee shall form a quorum at a Management Committee Meeting.

Rule 7: Guests

1. Members may, subject to the rules for the time being in force, personally introduce friends as guests; any individual may be introduced as a guest on not more than three separate occasions in any one year.
2. Individuals introduced as "Guests", sailing or otherwise, must sign the visitor's book.
3. The Management Committee may allow bona-fide members of sailing clubs affiliated to or recognised by the Royal Yachting Association, or any other persons, to use the facilities of the Club upon such payment as the Management Committee may decide.

Rule 8: Sailing and Racing

1. A boat is entirely responsible for its own safety whether afloat or ashore. Nothing in the Rules of the Club, Sailing Instructions or anywhere else reduces this responsibility. It is for the boat to decide whether it is fit to sail in the conditions in which it will find itself. By launching, the boat confirms that it is fit for those conditions and that its crew is competent to sail in them. The provision of a patrol boat does not relieve the sailors of their responsibilities.
2. There are no restrictions on adult members (over the age of 18) sailing at West Riding Sailing Club. Patrol boat cover is unlikely to be provided other than at club racing times and members going afloat at any other time do so at their own risk. Where a patrol boat is not afloat, members are advised to have another craft available on the water to give assistance as necessary.
3. Members who are under the age of 18 must not go afloat alone unless another craft is available on the water to give assistance as necessary, the agreement of the second craft being obtained prior to launching.
4. From the beginning of November to the end of March the MINIMUM sailing wear should be a suitable wet/dry suit. An adequate personal buoyancy aid must be worn in all circumstances whilst on the water at all times throughout the year.
5. On entering a boat for a race, a valid Certificate of Measurement and current Certificate of Buoyancy shall be produced if required; this does not remove the obligations of the owner/helmsman to ensure that the boat complies.
6. All races shall be governed by the current racing rules published by the International Sailing Federation (ISAF) with such amendments as may be ordered by the Management Committee or any Sub Committee properly acting on its behalf and duly published.
7. All boats or boards sailed by members shall be insured and carry an indemnity in respect of liability to third parties of not less than £2,000,000. The Management Committee reserve the right to increase this figure in line with prevailing levels without referral to an A.G.M.

8. The club owns a number of boats which may be sailed by any of its members at West Riding Sailing Club. Members using club boats are responsible for the condition of the craft(s) whilst in their care, are expected to treat club boats with respect and return them in the same serviceable condition. In the unfortunate event a club owned boat suffers damage or component failure, the member borrowing the boat is obliged and expected to arrange with the club Bosun for repairs to be made, the costs of which may be charged to the member concerned.

Rule 9: Bar

1. No intoxicating liquor shall be supplied to members on the Club premises otherwise than by or on behalf of the Club.
2. The purchase and sale of all such liquor shall be managed by the Management Committee or a Sub Committee thereof.
3. Subject to the provisions of the Licensing Act 2003 and any statutory amendment or modification thereof, such liquor may be supplied to members, temporary members, visitors, and their respective guests.
4. The Management Committee shall determine the occasions on which provision shall be made for the sale of such liquor but, subject thereto, the permitted hours for the supply of intoxicating liquor shall be from 11.00am to 11.00pm on every day.

Rule 10: Opening Hours

1. The opening hours of the Club premises shall be between 10.00am and 11.30pm unless otherwise determined by the Management Committee.

Rule 11: Books

1. There shall be kept on the Club premises a list of members and their addresses and a Visitors book in which shall be kept the names of all visitors and guests.

Rule 12: Pets

1. All dogs must be kept on leads and under control within the club grounds. No dogs (with the exception guide dogs) are to be admitted to the club buildings. Any fouling of the club grounds by a dog shall be removed by the owner or persons responsible for the dog.

Rule 13: Smoking

1. Smoking is not permitted anywhere within the Clubhouse

Rule 14: Alterations

1. No additions, alterations or amendments shall be made to:

- a. these rules
 - b. the approved classes of dinghies sailed at West Riding Sailing Club
- except by a proposal at a General Meeting which receives a vote in favour by a minimum of two thirds of the members present and entitled to vote. Details of any proposed addition, alteration or amendment should be submitted to the Honorary Secretary not less than thirty-five days before the General Meeting at which the proposal will be put, and the proposal shall be made available not less than fourteen days before the General Meeting, to all members who are eligible to vote.
2. If a resolution affected by Rule 14(1) is put to, but not carried by, a duly convened meeting no similar resolution may be submitted to a General Meeting held during the subsequent twelve months. The decision of the Management Committee shall be final on the similarity of resolutions

Main section 13: Policies

Health and Safety Policy

Section A – General Statement of Policy

“Our policy at this Club is to provide and maintain safe and healthy working conditions, equipment and systems of work for all our members and visitors and to provide such information, training and supervision as they need for the purpose. We also accept our responsibilities for the health and safety of other people who may be affected by our activities. The allocation of duties for safety matters and the particular arrangements that we will make to implement the policy are set out below.

The policy will be kept up to date, particularly when the Club’s facilities and activities may change. The policy and the way in which it is operated will be reviewed each year.”

Responsibilities:

1. The Club Committee have the overall and final responsibility for health and safety at the Club.
2. The House Chairman is responsible to the Management Committee for the safety arrangements within the Club.
3. Others responsible for specific areas:
 - a. **Safety Training** - Vice Commodore
 - b. **Safety Inspections** - House Chairman
 - c. **Investigating accidents** - Vice Commodore or Rear Commodore
 - d. **Monitoring maintenance of plant and equipment** - House Chair and or Bosun
 - e. **In respect of all the above for organised training sessions** - Training Officer and Chief Dinghy Instructor

4. All employees and members have the responsibility to co-operate to achieve a healthy and safe workplace and to take reasonable care of themselves and others. They should also bring to the attention of any of the above suspected hazards that they consider are not covered by Club safety procedures.

Section B – General Arrangements

Accidents:

- **The First Aid box is located in: The disabled toilet**
- Appointed person responsible for the box is - House Chairman Training Officer / Lead First Aid person.
- **Accident record book is located in: The reception area.** Blank sheets to be kept in the First Aid Box.
- Completed sheets should be handed to a Committee member for placement in the Health & Safety Folder kept in the lockable cabinet in the reception area.

Trained First Aiders: A list of First Aiders is displayed on the club noticeboard

General fire safety at the Club's premises:

General fire safety at the Club's premises:

- Escape routes, fire alarms, extinguishers to be checked by – House Chair.
- Food preparation and food service area.
- Food safety and cleaning standards to be checked by – Catering officer
- Local advice and consultancy.
- Health and Safety Inspectors Office Tel. No: 01924 305956

Emergency and other advice:

- In an emergency **call 999** immediately
- NHS (Free from Landline or Mobile): 111

Section C – Managing hazard

Housekeeping and premises – to include:

- Cleanliness - House Committee / Cleaner.
- Waste disposal - Refuse will be collected or swept up and bagged daily and removed from the premises at least weekly and not allowed to accumulate. - House Committee / Cleaner.
- Safe storage and stacking - House Committee / Cleaner.
- Checking equipment - House Chair.
- Office safety - OOD Box – Sailing Chair.
- Kitchen area - Catering Officer.
- Committee boat - Bosun.

Dangerous substances – to include:

- **Stored petrol and oils:** Petrol will be stored in accordance with the Dangerous Substance and Explosive Atmospheres Regulations (DSEAR). All oily and/or dirty waste and/or oily and/or greasy cloths will be kept outside of working hours in metal receptacles which have metal lids which shall be closed; and any other trade refuse will be collected or swept up and bagged daily and removed from the Premises at least weekly and not allowed to accumulate. - House Committee/Bosun.
- **Cleaning materials:** Cleaning materials when not in use will be locked away within the store cupboard. - House Committee / Cleaner.
- **Paints and antifouls:** When not in use will be locked within the old generator hut. - House Committee.
- **Use of protective clothing and equipment** - House Chair.

Safety in club speed boats – to include:

- **Clothing and equipment**
From the beginning of November to the end of March the MINIMUM sailing wear should be a suitable wet/dry suit. An adequate personal buoyancy aid must be worn in all circumstances whilst on the water at all times throughout the year. Kill cords should be used at all times. – Vice Commodore.

Accidents and injuries – to include:

- Investigation and reporting procedures
All accidents to be recorded in the accident book located in the reception area. The book will be inspected at management committee meetings and an investigation instigated and it's findings recorded.
- **Summoning medical help: If no local advice is available, the ambulance service are to be called.** The nearest phone is at the Anglers Country Park or the Anglers Retreat Pub.

Emergency Medical Equipment and First Aid Box

Defibrillator: The closest Defibrillator is situated at Anglers Country Park across the road from the club. This must only be used by a RYA First Aider. Ensure you have called 999 immediately. If a RYA First Aider is not present at the club then follow the advice given to you by the Emergency Operator.

- **Minor injuries and the use of the First Aid Box.**
- A suitably stocked First Aid Box which should, in general, contain:
 - A leaflet giving general first-aid guidance (e.g. HSE leaflet).
 - 20 individually wrapped sterile adhesive dressings.
 - Two sterile eye pads.
 - Four individually wrapped triangular bandages.
 - Six safety pins.
 - Six medium sized wound dressings.

- Two large wound dressings.
- Pair of disposable gloves.
- Tablets and medicines must not be kept in the First Aid box.
- A log sheet must be completed when any items are used and how the minor injury occurred and put in the Health & Safety book.

Working in Club boat storage and work areas – to include:

- **Manoeuvring club craft ashore.**
Correct manual handling operations regulations to be adhered to.

Mechanical and electrical appliance awareness and checks:

- Electrical circuits tested three yearly by a qualified electrical engineer.
- Portable Appliance Tests (PAT) to be conducted annually.

Use of Club Boats policy:

Demand led - Given the unknown level of member club boat requirement and the wide range of sailing experience, we will be 'demand led' in club boat use and allocation.

Soeren first contact - Soeren has kindly agreed initially to be the first point of contact if a new member wishes to use a club boat for the first time. He will arrange for an experienced club member to act as the 'buddy' to help get the new member started and the 'buddy' will support them through to competence.

L1/L2 qualified - For new members, only those who are L1/2 qualified, and have therefore demonstrated a level of competence, will be allowed to use club boats, unless accompanied by an experienced club member.

Wednesday evenings / Sundays only - For new members the club boats will only be available on Wednesday evenings and Sundays initially. This is to ensure safety boat presence and easy access to the boat house. There can be more flexibility on timing if a new member is accompanied by an experienced member.

Inform the OD - Members using club boats on Wednesdays or Sundays will let the OD know. The OD can mention in the briefing if there are any new sailors on the water and the safety crew can watch out for capsizes / issues.

Boat allocation - If appropriate, new members who commit to regularly sailing could be temporarily allocated a certain club boat for say 6 months, or until they buy their own. They can have the sail and spars etc to keep with the boat and will be responsible for ensuring it is maintained. They can only sail when safety cover is present i.e. Wednesday evenings / Sundays.

Experienced member use - Experienced members can also use club boats by letting Soeren know. Unless otherwise agreed, this also will only be on Wednesday evenings /Sundays to avoid the need to issue boat house keys.

No sailing alone - The club rule of 'no sailing alone (2 boats minimum on the water)' applies.

Reporting issues - Members can report any rig / boat issues to a committee member via email who in turn can report this to the Bosun's for repair.

Safeguarding Policy – Safeguarding Officer

It is the policy of WRSC to safeguard children and young people taking part in boating from physical, sexual or emotional harm. The WRSC will take all reasonable steps to ensure that, through appropriate procedures and training, children participating in WRSC activities do so in a safe environment. **We recognise that the safety and welfare of the child is paramount and that all children, whatever their age, gender, disability, culture, ethnic origin, colour, religion or belief, social status or sexual identity, have a right to protection from abuse.**

Full details on how this policy is managed and executed are contained within the WRSC RYA Training Centre Operating Policy. The Safe Guarding Officer is responsible for ensuring that this policy is maintained at all times.

If you are unsure or have any questions surrounding the WRSC Health and Safety Policy Statement please contact one of the WRSC officers

Data Protection Policy – Membership Officer

1. About this Policy

1.1 This policy explains when and why we collect personal information about our members and instructors, how we use it and how we keep it secure and your rights in relation to it.

1.2 We may collect, use and store your personal data, as described in this Data Privacy Policy and as described when we collect data from you.

1.3 We may update this privacy notice from time to time. If we do change this notice, we will update the version date at the bottom of this document. For significant changes to this notice we will try to give you reasonable notice unless we are prevented from doing so. Where required by law we will seek your consent to changes in the way we use your personal information.

1.4 We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner (www.ico.gov.uk). For the purposes of the GDPR, we will be the "controller" of all personal data we hold about you.

1.5 We have not appointed a Data Protection Officer to oversee our compliance with data protection laws as we are not required to do so, but our Honorary Secretary has overall responsibility for data protection compliance in our organisation. Contact details are set out in the "Contacting us" section at the end of this privacy notice.

2. Who are we?

2.1 We are West Riding Sailing Club. We can be contacted at Wintersett Reservoir, Haw Park Lane, Crofton, Wakefield, WF4 2EE, honsec@wrsc.org.uk

3. What information we collect and why.

Type of information	Purposes	Legal basis of processing
Member's name, address, telephone numbers, e-mail address(es).	Managing the Member's membership of the Club. Managing the duty roster. Publication of a membership list for member's use.	Performing the Club's contract with the Member. For the purposes of our legitimate interests in operating the Club. For the purposes of allowing members to contact each other.
Emergency contact details	Contacting next of kin in the event of emergency	Protecting the Member's vital interests and those of their dependants
Date of birth / age related information	Managing membership categories which are age related	Performing the Club's contract with the Member.
The Member's name, boat name and sail number	Managing race entries and race results. Sharing race results with other clubs, class associations, and the RYA, and providing race results to local and national media. Allocating compound spaces.	For the purposes of our legitimate interests in holding races for the benefit of members of the Club. For the purposes of our legitimate interests in promoting the Club. For the purposes of our legitimate interests in operating the Club
Photos and videos of Members and their boats	Putting on the Club's website and social media pages and using in press releases.	Members may withdraw their consent at any time by contacting us in person, by e-mail or letter.
The Member's name and e-mail address, whilst a current member and for up to 5 years after ceasing to be a member of the Club	Passing to the RYA for the RYA to conduct surveys of Members and former members of the Club. See paragraph 5.2 below.	For the purposes of our legitimate interests in operating the Club and / or the legitimate interests of the RYA in its capacity as the national body for all forms of boating.

Instructor's name, address, email addresses, phone numbers and relevant qualifications and/or experience.	Managing instruction at the Club.	For the purposes of our legitimate interests in ensuring that we can contact those offering instruction and provide details of instructors to members.
Name, e-mail address and telephone number of each Club Officer or Committee member	Information published on Club's website, in Club's newsletter and other publications, in the Club's marketing materials and made available to the RYA, in each case as a point of contact at the Club	For the purposes of our legitimate interests in operating and promoting the Club
Employees and representatives of suppliers to the Club	Entering into and managing arrangements with suppliers	Entering into and performing contracts with suppliers

4. Who else has access to the information you provide us?
 - 4.1 We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where we are required to do so by law or as set out in the table above or in paragraphs 5.2 below.
 - 4.2 We may pass your personal data to the RYA for the purposes of carrying out surveys when it is in the legitimate interest of the club and the RYA to do so. The RYA may use third parties to carry out the surveys but disclose only the personal data that is necessary for the third party to do so and will have a contract in place that require the third party to keep your information secure and not to use it for their own purposes.
5. The Club may take photographs or videos of Club activities and publish these on our website or social media channels to promote the Club. If you wish to withdraw consent, please contact honsec@wrsc.org.uk
 By agreeing to your images being used, you agree to assign any right of ownership in those images to the Club.
6. How long do we keep your information?
 - 5.1 We will hold your personal data on our systems for as long as you are a member of the Club and for as long afterwards as it is in the Clubs' legitimate interest to do so or for as long as is necessary to comply with our legal obligations. We will review your personal data every year to establish whether we are still entitled to process it. If we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations e.g. compliance with tax requirements and exemptions, and the establishment, exercise or defence of legal claims.
 - 5.2 We securely destroy all financial information once we have used it and no longer need it.
7. Your rights:
 - 6.1 You have rights under the GDPR:
 - (a) to access your personal data

- (b) to be provided with information about how your personal data is processed
- (c) to have your personal data corrected
- (d) to have your personal data erased in certain circumstances
- (e) to object to or restrict how your personal data is processed
- (f) to have your personal data transferred to yourself or to another business in certain circumstances.

8. Contact us

In the event of any query or complaint in connection with the information we hold about you, please email honsec@wrsc.org.uk

Main section 15: Membership fees and details

2025 Membership Fees

Family: Yearly Membership

(Member, Spouse / Partner & Children 21 years of age or under)
£305

Single: Yearly Membership

(18 and over)
£275

Cadet: Yearly Membership

(aged under 18 - includes non sailing rights for a parent or guardian)
£70

Student: Yearly Membership

(By application)
£70

Overseas (Country): Yearly Membership

£70

Retired Sailors (Old Salts): Yearly Membership

£40

Additional Membership Fees

Berth Fee:

(Yearly Payment)
Single berth boat storage
£70

Additional berth boat storage

£50
Trailer storage (if not under boat)

£40

Key Set

(Key Deposit: One Off Payment)

£5 refundable on resignation if returned

WEST RIDING SAILING CLUB

NEW STARTER ARRANGEMENTS

MONTH OF JOINING	AMOUNT TO PAY
DECEMBER	FULL APPROPRIATE CATEGORY FEE
JANUARY	FULL APPROPRIATE CATEGORY FEE
FEBRUARY	FULL APPROPRIATE CATEGORY FEE
MARCH	FULL APPROPRIATE CATEGORY FEE
APRIL	FULL APPROPRIATE CATEGORY FEE
MAY	FULL APPROPRIATE CATEGORY FEE
	NEW MEMBERS FOLLOWING A <u>TASTER SESSION</u> TASTER SESSIONS ARE DESIGNED FOR PEOPLE WITH NO PREVIOUS SAILING EXPERIENCE FOR THEM TO SEE IF THEY LIKE IT OR NOT. THERE IS A FEE TO BE PAID FOR A TASTER SESSION. FOLLOWING A TASTER SESSION, IF A PERSON WISHES TO JOIN WRSC AND LEARN TO SAIL, THEY DO SO ON THE BASIS THAT THEY COMMIT TO SIGNING UP FOR RYA LEVELS ONE AND TWO AT THE CLUB. THEIR APPROPRIATE MEMBERSHIP FEE IS REDUCED BY THE AMOUNT PAID FOR THEIR TASTER SESSION AND AS AN ADDED INCENTIVE THEIR MEMBERSHIP IS EXTENDED TO THE 30 NOVEMBER THE FOLLOWING YEAR.
JUNE	FULL APPROPRIATE CATEGORY FEE FOR CURRENT YEAR THEN 50% FOR SECOND YEAR
JULY	FULL APPROPRIATE CATEGORY FEE FOR CURRENT YEAR THEN 50% FOR SECOND YEAR
AUGUST	FULL APPROPRIATE CATEGORY FEE FOR CURRENT YEAR THEN 50% FOR SECOND YEAR
SEPTEMBER	FULL APPROPRIATE CATEGORY FEE FOR CURRENT YEAR THEN 50% FOR SECOND YEAR
OCTOBER	FULL APPROPRIATE CATEGORY FEE WHICH LASTS TO 30 NOVEMBER IN SECOND YEAR
NOVEMBER	FULL APPROPRIATE CATEGORY FEE WHICH LASTS TO 30 NOVEMBER IN SECOND YEAR

NOTE:- FOR NEW STARTERS JUNE TO SEPTEMBER, THE 50% FEE FOR THE SECOND YEAR WILL BE REVIEWED BY THE MANAGEMENT COMMITTEE PRIOR TO RENEWAL DATE.

Main section 16: Contact details

Wrsc.org.uk

West Riding Sailing Club, Haw Park Lane, Winterset, Wakefield, United Kingdom, WF4 2EE.

Helpful contacts

Commodore Soeren Vonsild: commodore@wrsc.org.uk

Honorary Secretary Tim Hattersley: hontreas@wrsc.org.uk

Membership Officer Clare Thompson: membership@wrsc.org.uk

Honorary Treasurer Andy Hoey (Ray Ferriby): hontreas@wrsc.org.uk

Social Chair & Publicity Officer Nina Ricks: publicity.officer@wrsc.org.uk

Training Officer/Chair Tom Butterworth: training.officer@wrsc.org.uk

Child protection and Welfare Officer Charlotte Schaife: welfareofficer@wrsc.org.uk