

Sailing

Sport for all, Sport for life



Small Boat Sailing Scheme

Seoltoireacht na mBád Beaga.

“Joe Soap” Sheets

Version January 2016

Why use these “Joe Soap” sheets?

These “Joe Soap” Sheets are designed to help ISA Sailing Instructors to;

- Accurately track their sailors’ progress on the courses.
- Ensure that sailors have completed all of the syllabus

They can also help Senior Instructors and Centre Principals to;

- Track how instructors are progressing through the syllabus within the time allowed.
- Manage courses where sailors have more than one instructor or which are not being run continuously.
- Ensure that instructors are covering all of the syllabus required

Tips on using these Sheets?

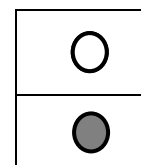
We recommend that you photocopy the sheets for the course that you are running from this book. You can also print them off of the electronic version of this book which is available on the ISA website.

Fill in your sailors names across the top of each of the pages of the course. The spaces provided match the maximum number of sailors you are allowed to teach at that level.

Keep the sheets in a safe place ashore. This might be in the course folder with all the other details relating to the course or on a notice board in an office or other place not accessible to the general public.

As sailors demonstrate the skills or knowledge listed you can tick or otherwise mark them off on the sheets. Simply ticking sailors off like this is sufficient; however some instructors do like to employ more complicated systems which provide more information. An example is;

- 1 Use a circle to indicate that you have covered the skill or topic
- 2 Fill the circle in when the sailors has demonstrated the skill / knowledge to a sufficient standard.



Numerical marking systems are not recommended as they tend to be overly complicated, subjective and not particularly useful. (As an Instructor you need to judge are they good enough or not rather than how good they are.)

Do remember that the order in which the skills and knowledge are listed on these sheets does not indicate that this is the order in which they should be taught / covered. There should be a course programme for each course being run. This will indicate the order in which skills are to be covered and the time allowed. A template for a course programme is provided at the back of this book.

The sailor’s logbook must be used to record each individual’s progress on the course. Every sailor must have a logbook. These sheets must not be used and should be retained by the Training Centre.

“Joe Soap” Sheet
Taste of Sailing

<i>Instructor</i>	<i>Course dates</i>

Sailors names →						
<i>By the end of this course sailors will be able to do the following:</i>						
Clothing & equipment						
Can explain why personal buoyancy is worn when afloat. (Safety & legislation)						
Can identify the limitations of a Buoyancy Aid (50N PFD) as against a Life jacket (> 150N PFD).						
Sailing techniques & manoeuvres						
The sailor should be able to identify where the wind is coming from.						
While on a beam reach can steer the boat in a straight line between two marks and:						
Can use tiller extension.						
Can keep the sail filled.						
Can stop the boat at will by letting out the sail.						
Can get under way by sheeting in and bearing away.						
Can turn the boat in the vicinity of a mark						
Is balancing the boat.						
Can lower and raise the centre / dagger board and rudder when leaving and coming back to shore.						
Capsize recovery						
Can explain why they must always maintain contact with capsized boat.						
Can explain why they should never swim for shore.						
Can explain how to minimise the risk of full inversions (Don't hang onto top gunwale).						
What next...						
Is aware that the next step for people completing this course is “Start Sailing”.						
Can identify why they should do this course and where to find information on it and course providers.						

“Joe Soap” Sheet Start Sailing

<i>Instructor</i>	<i>Course dates</i>

Sailors names →						
By the end of this course sailors will be able to do the following:						
Clothing & equipment						
Can describe why they might / should /should not wear; Hats, sun glasses, gloves, footwear, wetsuits, drysuits, waterproofs.						
Describe the relative merits of cotton, wool & man made fibres when used afloat.						
Can identify the difference between buoyancy aids & lifejackets.						
Can explain what the ISO/EN number & pictograms mean						
Can explain why they are using the type of PFDs that they are for this activity.						
Can describe where & when your organisation expects they to wear their PFD.						
Can put on and adjust their own PFD.						
Rigging						
Can identify where the wind is blowing from						
Can position their boat head to wind and						
Can do so in an appropriate are free from hazards (overhead lines, fences, other boats & sailors etc.).						
Can identify parts of the hull - bow, stern, rudder, tiller & centre / daggerboard, bungs.						
Can identify parts of the rigging - mast, boom, halyards, stays / shrouds & kicking strap, sheets.						
Can identify sails & sail parts - mainsail, jib, clew, foot, luff, leach.						
Has assisted instructor in rigging boat.						
Ropework						
Can tie and describe when to use a figure of eight knot.						
Can tie and describe when to use a round turn and two half hitches.						
Can secure a rope using a Cam Cleat (as used on jib & main sheets),						
Can secure a rope using a Horned cleat (as on marinas),						
Can secure a rope using a Jam cleat (often used on tiller to hold down rudder).						
Can coil a line by flaking it into one hand and secure it to stop it uncoiling.						
Can throw one end of a coiled line.						

“Joe Soap” Sheet
Start Sailing

<i>Instructor</i>	<i>Course dates</i>

Sailors names →						
By the end of this course sailors will be able to do the following:						

Launch & recovery <i>Dinghy & Catamaran Sailors will be able to</i>						
Can secure a boat to its trolley and tie down.						
Can demonstrate the correct way to lift a boat						
Can move their boat around the dinghy park without colliding with other boats.						
Can identify the hazard presented by overhead cables.						
Can safely manoeuvre the boat on the trolley with the sails up.						
Can, with assistance, launch their boat and sail away from the shore.						
Can lower their centre/dagger board and rudder.						
Can park their trolley while they are on the water. (tide & other slip users).						
Can, with assistance, return to the shore, recover their boat on to its trolley and drop the sails.						
When approaching shore, can slow the boat down and raise the centre/dagger board and rudder to avoid grounding them.						
Launch & recovery <i>Keelboat Sailors will be able to</i>						
Can secure their boat alongside.						
Can secure their boat to a mooring.						

“Joe Soap” Sheet Start Sailing

<i>Instructor</i>	<i>Course dates</i>

Sailors names →						
<i>By the end of this course sailors will be able to do the following:</i>						
Sailing techniques & manoeuvres						
Can paddle or row a boat in a straight line.						
It is vital that in two person boats, sailors spend equal amounts of time as both helm and crew.						
Can reach the boat across the wind while controlling speed and avoiding obstacles.						
Can sail the boat close to the wind and while doing so						
Steer a reasonably constant course						
Avoiding unintended tacks						
Maintaining proper sheeting positions.						
Keeping the boat balanced.						
Can sail the boat down wind on a training run (very broad reach but not dead run) while;						
Steering a reasonably constant course.						
Avoiding unintended gybes.						
Maintain correct sail setting.						
Can tack the boat through the wind, from close reach to close reach while;						
Maintaining boat speed through the manoeuvre.						
Maintaining an awareness of, and avoiding other water users.						
Maintaining control of the boat before, during and after the manoeuvre.						
Using the tiller extension if normally fitted to type of boat.						
Keeping crew informed of intentions & progress.						
Can gybe the boat, from training run and avoid luffing up beyond a reach, while;						
Maintaining boat speed through the manoeuvre.						
Maintaining an awareness of, and avoiding other water users.						
Maintaining control of the boat before, during and after the manoeuvre.						
Using the tiller extension if normally fitted to type of boat.						
Keeping crew informed of intentions & progress.						
Can get the boat out of irons						
Can stop the boat						

“Joe Soap” Sheet Start Sailing

<i>Instructor</i>	<i>Course dates</i>

Sailors names →						
By the end of this course sailors will be able to do the following:						
Can get under way by sheeting in and bearing away.						
Capsize recovery						
Can describe why it is important to stay with a capsized or inverted boat.						
Can explain what to do if caught under an inverted boat.						
Sailing knowledge						
Can describe the different points of sailing - Beam reach, Run, Training Run, Close hauled.						
Can take the correct action when boats on different tacks meet						
Can describe how tides and currents can affect them						
Can identify when sailors are required to wear PFDs by law						
Can identify and use common sailing terms - Sheet in, sheet out, luff up, bear away, up wind, down wind, tacking, gybing, in irons.						
Coastal Knowledge						
Can describe how often high and low tides occur						
Can describe implications of tides on activities.						
Weather						
Can describe how onshore and offshore winds can affect their sailing activity & safety						
Can describe how high winds can affect their sailing activity & safety						
Can describe how no wind can affect their sailing activity & safety						
Safety						
Can describe what details to leave about what they are doing onshore and who to leave it with.						
Can describe how to summon assistance while they are on/in the water.						
Can describe how to summon assistance for someone else who is on/in the water.						
What next...						
Are aware that the next step for people completing this course is “Basic Skills”.						
Can identify why they should do this course and where to find information on it and course providers.						

Instructor	Course dates

Sailors names →						
By the end of this course sailors will be able to do the following:						
Clothing & equipment						
Can decide what to wear before going sailing.						
Can equip a sailing boat for use.						
Can check integrity of hull, buoyancy, rigging, spars & foils.						
Rigging						
Can identify all of the parts of the boat, rigging & sails.						
Can rig a boat for use on their own.						
Can make appropriate decisions as to what sails to use or whether or not they should reef.						
Can identify effect of outhaul on the sail and its use in lighter & stronger winds.						
Can wash, dry equipment, roll/fold sails, coil lines, fit covers.						
Can rig a slab or roll reef boat while on the trolley.						
Keelboat sailors can reef their boat while on a mooring.						
Ropework						
Can tie a bowline and describe when to use it.						
Can tie a clove hitch and describe when to use it.						
Launch & recovery <i>Dinghy & Catamaran sailors will be able to:</i>						
Can launch a boat and sail away from shore.						
Can sail back to shore and recover a boat.						
Launch & recovery <i>Keelboat sailors will be able to:</i>						
Identify different methods of launching a keelboat						
Can describe how to launch a keelboat from a trailer using a slipway.						
Sailing techniques & manoeuvres						
Can paddle or row a boat around a triangular course and come alongside.						
As both helm and crew, <i>in light winds</i> ;						
Can leave and return to a beach or slipway in the prevailing wind direction.						
Can describe how to land on a beach or slipway when the wind is offshore, cross shore and onshore.						
Can reach across the wind.						
Can sail up wind.						

Instructor	Course dates

Sailors names →						
By the end of this course sailors will be able to do the following:						
Can sail down wind.						
Can tack the boat.						
Can gybe the boat.						
Can pick up and leave a mooring.						
Can come alongside and leave a boat, pier, pontoon that is head to wind.						
Can come alongside and leave a pier or pontoon that is not head to wind.						
Can recover a man overboard.						
Can heave to.						
Can sail under jib only.						
Can describe “The 5 Essentials” and apply them to all points of sailing.						
Sailing techniques & manoeuvres <i>Catamaran sailors</i>						
Can use a trapeze if carried.						
Sailing techniques & manoeuvres <i>Keelboat sailors</i>						
Can change a headsail.						
Capsize Recovery <i>Dinghy & Catamaran sailors</i>						
Can right a capsized boat.						
Can describe what to do if they are caught under an inverted boat.						
Sailing Knowledge						
Can describe how a sail works.						
Can describe how a centre / dagger board works.						
Can tell if risk of collision exist between two boats.						
Can describe what should happen when;						
a motor boat and sailing boat meet.						
two sailing boats on the same tack meet.						
boats are being overtaken.						
Coastal Knowledge						
Can identify when high and low tide occur using local tide tables.						
Can describe how to estimate the rate and direction of the flow of tide and describe the effect that this might have on a sailor.						

<i>Instructor</i>	<i>Course dates</i>

Sailors names →						
By the end of this course sailors will be able to do the following:						
Weather						
Can describe how wind speed is measured and how it may affect a sailor - Beaufort scale, knots, Kph.						
Can describe how wind direction is measured and how it may affect a sailor - Compass headings, onshore & offshore winds.						
Can describe how visibility is measured and how it may affect a sailor - Hazards associated with fog.						
Can describe how temperature is measured and how it may affect a sailor- Actual and effects of wind chill.						
Can obtain a weather forecast for a sailing area and describe how it might affect their planned activities.						
Safety						
Can explain the importance of telling someone where they are going and when they will be back.						
Can describe how to use and care for distress flares.						
Can describe how to care for someone who is very cold.						
Can explain why it is important for a sailor to have some training in Emergency Care.						
What Next.....						
Can describe how to continue sailing and develop their sailing skills and knowledge.						

Instructor	Course dates

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Rigging																			
Can rig their own boats																			
Can de-rig the boat.																			
Care for sails by washing, drying, folding/rolling up and stowing in sail. bags.																			
Care for hull by washing, bailing, drying, fitting covers.																			
Check for damage, tidy sheets and lines, and secure equipment.																			
Tuning																			
Can identify and demonstrate / describe the use of the following in order to optimise a boat / rig for a particular set of conditions;																			
Sail telltales																			
Jib sheeting angles.																			
Halyard tension.																			
Outhaul.																			
Cunningham / downhaul.																			
Kicker or vang.																			
Main sheet traveller.																			
Can use boat and rig controls to optimise the performance of a boat in a variety of conditions including light, medium and moderate wind conditions and on all points of sailing.																			
Boat Handling																			
Can tack effectively in all wind conditions.																			
Can gybe effectively in all wind conditions.																			
Can perform a basic roll tack in light wind conditions																			
Can perform a basic roll gybe in light wind conditions																			
Pick up a mooring in moderate conditions and with little or no assistance from the instructor.																			
Safely approach, come alongside and leave a pier or pontoon allowing for wind and current in moderate conditions and with little or no assistance from the instructor.																			
Can consistently recover a man overboard in moderate conditions and with little or no assistance from the instructor.																			
Sail effectively under jib only in moderate conditions.																			

Improving Skills (Dinghy & Catamaran)

Instructor	Course dates

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Can describe the principles of sailing without a rudder and sail a beam reach without a rudder.																			
Can sail backwards for short distances.																			
Boat Handling Catamaran sailors																			
Can confidently use a trapeze if carried.																			
Capsize recovery Dinghy & Catamaran sailors																			
Will know how to get the centre/ dagger board down if it has retracted.																			
Will know how to break a vacuum formed under the hull.																			
Will know how to tell if mast is stuck in bottom and what to/ not to do if it is.																			
Can describe what to do if someone is caught under an inverted boat.																			
Boat Speed																			
Are constantly aware of and apply “The 5 Essentials”.																			
Can set the boat up.																			
Can sail efficiently up wind.																			
Can sail efficiently down wind.																			
Can sail efficiently on a reach.																			
Can demonstrate how to obtain maximum leverage when hiking.																			
Can demonstrate use of optimum sheeting on all points of sailing.																			
Weather																			
Can describe how wind speed, wind direction, visibility, precipitation and temperature can affect planned activities.																			
Can find forecasts on radio, VHF radio, television, internet, phone, fax & newspapers as well as identify strengths & weaknesses of each types of forecast service.																			
Can explain the significance of commonly used terms in marine forecasts (isobars, areas of high & low pressure, cold & warm fronts).																			
Can identify the significance to sailors of common weather patterns illustrated on synoptic chart.																			
Can obtain a forecast for the day and then explain how the weather it predicts will affect the sailing area & activities planned for the day.																			
Coastal Knowledge																			

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"Joe Soap" Sheet
Advanced Boat Handling

<i>Instructor</i>	<i>Course dates</i>

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Rigging																			
Can rig any sailing boat.																			
Tuning																			
Can identify and demonstrate / describe the use of the following in order to optimise the boat / rig for a particular set of conditions;																			
Mast Rake.																			
Rig tension.																			
Spreader length & angle.																			
Mast ram / chocks.																			
Can use boat and rig controls to optimise the performance of the boat in a variety of conditions.																			
Boat Handling																			
Can safely pick up a mooring in all wind / tide conditions independent of the instructor																			
Can safely approach, come alongside and leave a pier or pontoon allowing for wind and current in all conditions independent of the instructor.																			
Can consistently recover a man overboard in all conditions independent of the instructor.																			
Can set up and control a boat while on a plane.																			
Can perform an effective roll tack in all wind strengths.																			
Can perform an effective roll gybe in all wind strengths.																			
Can sail a tight circular course in moderate conditions.																			
Can follow the leader in moderate conditions.																			
Can sail effectively on all points of sail without a rudder in moderate conditions.																			
Boat Speed																			
Demonstrate techniques for maximising speed in waves.																			
Demonstrate optimum course to steer and steering technique on all points of sailing.																			
Demonstrate adaptation of 5 Essentials to suit boat / prevailing conditions.																			
Sailing Knowledge																			
Describe how to optimise effectiveness of hull, spars and sails within class rules.																			
Describe how sails interact and demonstrate techniques to maximise this effect.																			
Can demonstrate a range of activities designed to develop and practice specific aspects of boat handling & boat speed.																			

Advanced Boat Handling

<i>Instructor</i>	<i>Course dates</i>

<p>Sailors names →</p>																	
<p>By the end of this course sailors will be able to do the following:</p>																	
<p>What next...</p>																	
<p>Can describe how to continue sailing and develop their sailing skills and knowledge.</p>																	

“Joe Soap” Sheet Start Racing

Instructor	Course dates

Sailors names →																			
By the end of this course sailors will be able to do the following:																			

Regatta / Race Preparation																			
Can describe where to obtain the Notice of Race for a regatta.																			
From a standard notice or Race they can identify at least																			
Date of regatta																			
Number of races																			
How to enter the regatta, fees, signing in, etc.																			
Start times																			
Boat Preparation, Care & Maintenance																			
Can conduct a basic check on hull and rigging to ensure they are fit to race.																			
Can ensure that there are sufficient/ appropriate levels of adjustability in the boat controls.																			
Can de-rig a boat																			
Without assistance from an instructor they can																			
Care for sails by washing, drying, folding/rolling up and stowing in sail bags.																			
Care for hull by washing, bailing, drying and fitting covers.																			
Check for damage, tidy sheets & lines, and secure equipment.																			
Personal Preparation																			
Can describe how to remain properly hydrated before, during and after training & racing.																			
Can describe how cardiovascular fitness, strength and flexibility can affect performance and reduce risk of injury.																			
Can conduct a pre-and post sailing warm up / cool down routine.																			

Rules																			
Can read and understand Sailing Instructions.																			
Can outline Part 1 and Part 2 (rules 10 – 14 & 18 only) of Racing Rules																			
Tactics																			
At the start of a race;																			
Can determine if there is any bias to the line.																			
Can identify bias on the start line.																			
Is aware of where to ideally start on the line.																			

“Joe Soap” Sheet Start Racing

Instructor	Course dates

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Can control boat speed and position relative to the line																			
Can identify when sailing in “dirty air” and what action to take.																			
Strategies																			
Can describe and apply key considerations to the course sailed;																			
On first upwind leg.																			
On upwind leg.																			
Down wind leg.																			
Reaching legs.																			
Can describe advantages of being on starboard tack approaching a mark.																			
Can describe how to identify the bias on the finish line (but at this level they may not be able to identify it when on the water).																			
Techniques																			
Can round a mark to best effect (wide in, tight out).																			
Can perform an effective racing tack.																			
Can perform an effective racing gybe.																			
Can identify upwind laylines.																			
Can overtake on reaches.																			
Race Management																			
Can describe common race courses.																			
Can describe the flags and sounds used for a start sequence.																			
Weather																			
Can identify the implications of the forecast weather on the race course.																			
Tides & Currents																			
Can describe where there are likely to be stronger and weaker currents on a race area and how these may change during the day.																			
Sports knowledge																			
Can describe the classes of boats sailed in their area.																			
What next...																			
Can describe how to continue sailing and develop their sailing skills and knowledge.																			

“Joe Soap” Sheet Start Racing

Instructor	Course dates

Sailors names →																	
By the end of this course sailors will be able to do the following:																	

Logbook requirements																	
Following the Start Racing course there is the option to log the following requirements in order to achieve the Go Racing Certificate																	
Assist an ISA qualified Race Officer in running 2 club races.																	
Log participation in a minimum of;																	
6 club races as helm.																	
6 club races as crew.																	
1 interclub regatta (minimum 3 races).																	

"Joe Soap" Sheet
Adventure Skills

<i>Instructor</i>	<i>Course dates</i>

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Rigging & preparation																			
Can identify all of the parts of the boat.																			
Can rig any of the boats used on the course.																			
Can launch and recover a boat to a road trailer and prepare it for transportation.																			
Ropework																			
Can tie a sheet bend and describe when to use it.																			
Can tie a fisherman's bend and describe when to use it.																			
Can tie a rolling hitch and describe when to use it.																			
Alternative propulsion																			
Can paddle and row a boat effectively in a variety of conditions.																			
Can use a small outboard engine to manoeuvre a sailing boat (large dinghies / Keelboats).																			
Sailing Techniques & Manoeuvres																			
In moderate winds, they can sail on all points of sail while demonstrating consistent and appropriate use of "The 5 Essentials".																			
Can heave-to.																			
Can pick up a man overboard.																			
Can sail in company with other boats.																			
Can tow a sailing boat using another sailing boat.																			
Stopping																			
Can come alongside a pier or harbour wall.																			
Can choose an anchorage and anchor their boat, recover the anchor and sail away.																			
Can land on, and use an anchor to haul off a lee shore.																			
Adverse circumstances																			
Can demonstrate that they can reef the boats used while moored or anchored.																			
Can reef underway using slab reefing or roll reefing techniques.																			
Can set a boat up for conditions.																			

“Joe Soap” Sheet Adventure Skills

Instructor	Course dates

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Can sail and control the boat on all points of sail without a rudder including tacking and gybing.																			
Can sail and control the boat on all points of sail without a centre/ dagger board including tacking and gybing.																			
Can identify what spares and tools to carry on board, where to obtain them, how to care for them and how to safely use them.																			
Can identify what strong points exist on a sailing boat and how these may be used to attach a tow line to their boat.																			
Can set up a tow line and their boat in preparation for a tow.																			
Can pass the tow line to another boat.																			
Can steer the boat while towing or under tow including tacking.																			
Weather																			
Can identify the significance to sailors of common weather patterns illustrated on a synoptic chart.																			
Can identify local effects on the prevailing weather conditions.																			
Can interpret the current forecast and make sound decisions on planned activities in view of expected weather and sea conditions.																			
Navigation																			
Can orientate a chart or map using topographical features, navigation marks and / or a compass.																			
Can estimate their position on the chart.																			
Can identify their position using a 3 point fix																			
Can give position as a Latitude and Longitude.																			
Can identify features, including hazards, from a chart.																			
Can measure distances from a chart.																			
Can use a compass to steer a course.																			
Can use transits to hold a course.																			
Can identify the principal day marks used in IALA A buoyage system and describe their significance.																			
Can demonstrate the use of the following in navigating the boat by day;																			
GPS.																			

“Joe Soap” Sheet
Adventure Skills

Instructor	Course dates

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Steering Compass.																			
Hand bearing Compass.																			
Passage Planning																			
Has assisted in developing a passage plan for a day trip they then undertake.																			
Has devised a passage plan for a coastal passage by day including entering and leaving a harbour.																			
Passage making																			
Has participated in a passage by day in waters with which they are familiar.																			
Has participated in a passage by day in waters with which they are not familiar.																			
Coastal Knowledge																			
Can describe the effect tides can have on their sailing activities.																			
Can identify relevant tidal information on charts and in almanacs.																			
Application of “Rules of the Road”																			
Can demonstrate the ability to apply the International Rules for the Prevention of Collision at Sea in all circumstances.																			
Can use and understand manoeuvring (sound) signals.																			
Safety																			
Can demonstrate how to communicate with other vessels.																			
Can describe when and how to use arm signals, VHF radio, flares, phone to summon assistance.																			
Can prepare crew and self for a day trip – correct clothing, sun protection, adequate water and food etc.																			
Can demonstrate how to shelter on board your sailing boat while waiting for assistance.																			
Maintenance & care																			
Can de-rig the boat and show that without the assistance from the instructor they can;																			
Care for sails by washing, drying, folding/ rolling up and stowing in sail bags.																			
Care for hull by washing, bailing, drying, fitting covers.																			

“Joe Soap” Sheet
Adventure Skills

Instructor	Course dates

Sailors names →																	
By the end of this course sailors will be able to do the following:																	
Check for damage, tidy sheets & lines and secure equipment.																	
Describe how to store a boat between seasons.																	
Can replace minor parts and make running repairs on hull and sails.																	
Can identify what tools and spares they should have and demonstrate that they can care for and use them.																	
What next...																	
Can describe how to continue sailing and develop their sailing skills and knowledge.																	
Logbook requirements																	
As part of this training course all participants must log 1 day sail of at least 4 hours duration in the boat in which the course is being completed.																	

“Joe Soap” Sheet
Kites & Wires

<i>Instructor</i>	<i>Course dates</i>

Sailors names →																			
By the end of this course sailors will be able to do the following:																			
Rigging																			
Can identify the parts of an asymmetric and conventional spinnaker.																			
Can rig the spinnakers on the boats used.																			
Can identify all of the parts of a trapeze wire, rig it and describe what to check for.																			
Can fit and adjust a trapeze harness.																			
Spinnaker																			
As helm can steer the boat to the “hoist Zone” and stabilize the boat for the spinnaker hoist for both conventional and asymmetric spinnaker.																			
As crew, can launch and recover an asymmetric spinnaker in light to moderate wind conditions.																			
As crew, can launch and recover a conventional spinnaker in light to moderate wind conditions, leeward hoist / drop.																			
As crew, can launch and recover a conventional spinnaker in light to moderate wind conditions, windward hoist / drop.																			
As crew, can use guy and sheet to position and fill spinnaker on different points of sail.																			
As helm, can demonstrate the appropriate course to steer when using spinnakers.																			
As helm and crew, can successfully gybe the boat while retaining control of the spinnaker.																			
Trapeze																			
Can adjust trapeze height to optimum from within the boat.																			
As crew, can smoothly get out and in on trapeze to maintain boat balance.																			
As crew, can retain control of the spinnaker sheet while trapezing.																			
As helm, can steer smoothly and effectively while the crew is trapezing.																			
As helm, can maintain consistent main sheet tension to allow crew trapeze.																			
Equipment Care																			
Can carry out a thorough check of all trapeze equipment including the standing rigging.																			
Can take care of all sails on the boat and effect a basic repair to the spinnaker.																			
Weather																			
Interpret the current forecast and make sound decisions on planned activities in view of expected weather and sea conditions.																			

“Joe Soap” Sheet
Kites & Wires

<i>Instructor</i>	<i>Course dates</i>

<div>Sailors names ➔</div>															
	<i>By the end of this course sailors will be able to do the following:</i>														
Safety															
Can describe how to avoid becoming trapped during a capsize or inversion and what action to take should it occur.															
Can recover a boat that has capsized with the spinnaker up.															
Can recover a man overboard in moderate to strong winds.															

