



STOUR SAILING CLUB

Club Gigs – Handbook



2024 Edition

Contents

	Page
Introduction	3
Club Rowing and Racing	4
<ul style="list-style-type: none"> • Getting involved – members and non members 	5
<ul style="list-style-type: none"> • Beyond the formal Club Rows – wider use by Club Members (Approved Users) 	6
An Introduction to the Harker’s Yard Gigs	6
<ul style="list-style-type: none"> • Rowing Terms 	7
<ul style="list-style-type: none"> • Rowing Calls 	8
Guide to the Use of the Club Gigs	9-13
<ul style="list-style-type: none"> • Coxing 	9
<ul style="list-style-type: none"> • Guide for all Gig Users 	11
<ul style="list-style-type: none"> • Getting the Gigs Ready for Use 	11
<ul style="list-style-type: none"> • Launching from the launch trolley 	11
<ul style="list-style-type: none"> • Thole Pins 	12
<ul style="list-style-type: none"> • Getting Going 	12
<ul style="list-style-type: none"> • Retrieving on to the launch trolley 	12
<ul style="list-style-type: none"> • Back in the Compound 	13
<ul style="list-style-type: none"> • Safety on the water 	13
<ul style="list-style-type: none"> • Personal Equipment 	14
Check list for Towing and Racing Gigs	15-22
Application Form to join Approved Club Gig User List	23
Approved Gig User Roles and Responsibilities	24-25
Rowing Contact Form	26

Introduction

After almost ten years of rowing at Stour Sailing Club, rowing moved up a gear in February 2016 with the introduction of organised Club Rowing Sessions that any member could book on to, and that non-members could also join on a 'try before you join' basis. We started using a single Claydon Skiff made available for Club rows by the owner.

In May 2016 the Club was awarded a £10,000 grant from Sport England towards the purchase of a Harker's Yard Gig as part of a Coastal Rowing Project to "*expand participation through supporting formal, organised "Club" coastal rowing to provide low cost, open access opportunities for people of all ages and abilities to get involved in rowing and keep rowing*".

The 'Coastal Rowing Project' started at the beginning of June 2016, with organised Club Rowing sessions using a borrowed Claydon Skiff, and on 1st October 2016 we launched our Club Rowing Gig – Harker's Yard Gig Number 17: William Rose – named in memory of William Rose

In January 2020 we were delighted to be awarded a further £10,000 of lottery funding through the Sport England Small Grants scheme for our 'Rowing On' Project. The award was to fund the purchase of a second Harker's Yard Gig for the Club so that more people could get involved in rowing over the coming year, both just for fun and the joy of being on the water, and for competition.

We picked up our new Harker's Yard Gig at the end of March. Harker's Yard Gig Number 22 - called Hunter in memory of Ian Hunter Edmond. Unfortunately the arrival of our new Gig came just in time for the nationwide lockdown for Covid 19 and all rowing activity everywhere stopped.

Our year long 'Rowing On' project was due to begin on 1st May 2020 and was planned to include opportunities to 'try rowing' and 'learn to row' as well as 'carry on rowing' for existing rowers.

We were unable to row between March and August 2020 and returned to Gig rowing with Covid 19 mitigations in place only at the end of August 2020.

We informally launched Hunter with a splash of fizz, but had to wait until October 2021 for a more formal launch.



Club Rowing and Racing

The information and guidelines in this document are designed to help ensure that the Club Gigs can be used by as many members as possible in a fair way whilst also seeking to ensure the safety of crews, the Gigs and other water users.

Club Rowing and its development is the responsibility of the SSC Rowing Sub Committee which includes race Coxes and Coaches and reports to the Club Management Committee through the Rowing Secretary. The members are:

- Caroline Cunningham (Rear Commodore)
- Keith Paxman (Rowing Secretary)
- Russell Harvey
- Jan McBride
- Graham Dye
- Maria Vigneau
- Angela Colclough

You can contact them by email: rowing@stoursailingclub.co.uk

Club Rowing

The core of Club Rowing is our regular scheduled Open Rows that any member can sign up for and participate in. Crews are then organised depending on who has signed up for the session. During the year there are a mix of sessions geared to the different interests of participants. Some sessions are social rows, some shorter rows, some training sessions for races, and some longer rows. There are also be opportunities to learn Coxing skills as well as (or instead of) rowing.

The Open Rows mean that rowers (particularly those who are new to rowing) don't have to organise a crew or a Cox or take personal responsibility for getting the boat in and out of the water safely and for the boat and crew when on the water. For Open Rows members can just sign up for a row and turn up at the appointed time, and help with getting the boat ready and putting it away afterwards.

Club members are currently asked to make a rowing contribution in addition to the membership subscription. This is set aside to cover costs associated with the maintenance of the Gigs, trailers and oars etc and for the replacement of equipment (such as thole pins and trailer bearings). The rowing contribution for the 2023-2024 Club year is £75 per rower paid in to the Club Account at the beginning of the Club year. New or less regular rowers can opt to pay £3 per row taken from a sum of at least £15 paid in advance and topped up when needed. Contributions are capped at a maximum of £75 per year.

We use Team App (Stour Sailing Club – Rowing) to manage communications and information about Rowing Sessions and Races for those who have expressed an interest in rowing.

We also have a facebook group 'stour sailing club rowers' where rowers can post information and photographs of rows, and an SSC Rowers What'sApp group

When tide, weather conditions and crew allow we try to have at least two club rowing sessions a week, one during the week and one at weekends. However, these sessions currently depend on a very small number of volunteers who organise and take out rows, and more volunteers are urgently needed if the sessions are to continue in the same way.

Non members can also 'come and try' rowing in the Gig without having to join the Club straight away.

The Club Sessions also enable individuals who are willing to do so to gain the necessary skills, experience and confidence to become approved users and take responsibility for a Gig and Crew on Open Rows and for rows in addition to the core Open Row schedule.

Getting Involved in Club Rowing – Stour Sailing Club Members

If you would like to join in - just e-mail rowing@stoursailingclub.co.uk and we will send you information about rowing and also ask you to complete a 'rowing contact form'.

Getting Involved in Club Rowing – Non Members

We offer a warm welcome to individuals who would like to come and have a go at rowing with the Club, whether you have some experience or are complete beginners.

Just e-mail rowing@stoursailingclub.co.uk and we will get back in touch with you to ask you to complete a rowing contact form and invite you to come along to a Club Rowing session

You will be able to try rowing with an experienced Cox and a mix of new rowers and regular crew with three free rows initially. If you enjoy the experience and would like to continue you will be able to pay £9 which will allow you to take part in three further rowing sessions. If you wish to continue after these six rows then you will need to join to Club.

Beyond the Formal Club-Rowing Sessions - Wider Use by Club Members

Beyond the formal Open Club Rows and Racing Sessions a Gig can be booked by Approved Gig Users for 'fixed crew rows' for social rowing or team practice.

Club Members who have shown that they have the necessary experience may request to register as Approved Users and may then book a Gig and arrange a crew for a Fixed Crew row subject to some simple conditions.

The Approved user making the booking will be responsible for the Crew and the Gig during the session and for ensuring that the Club rules for use of the Gig are adhered to. If the Approved User is not personally Coxing the Gig they must ensure that a competent Cox carries out this role.

The booking will be put on Team App as a fixed crew row and crew members need to book on to the row in the usual way. The approved user booking the Gig will also be responsible for making sure that the Rowing Secretary knows of any crew changes, and is notified if the row does not take place.

An application form to become an approved user and the roles and responsibilities of Approved Users are included at the back of this pack.

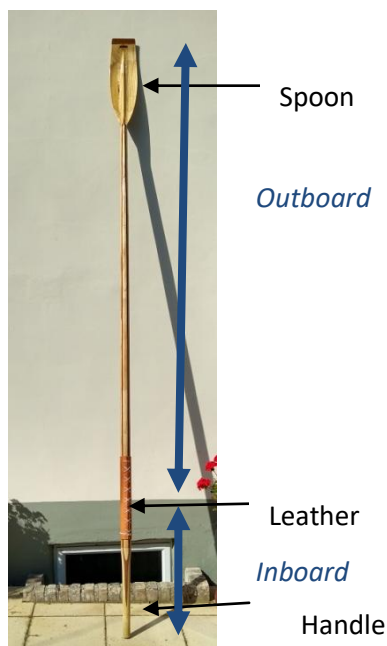
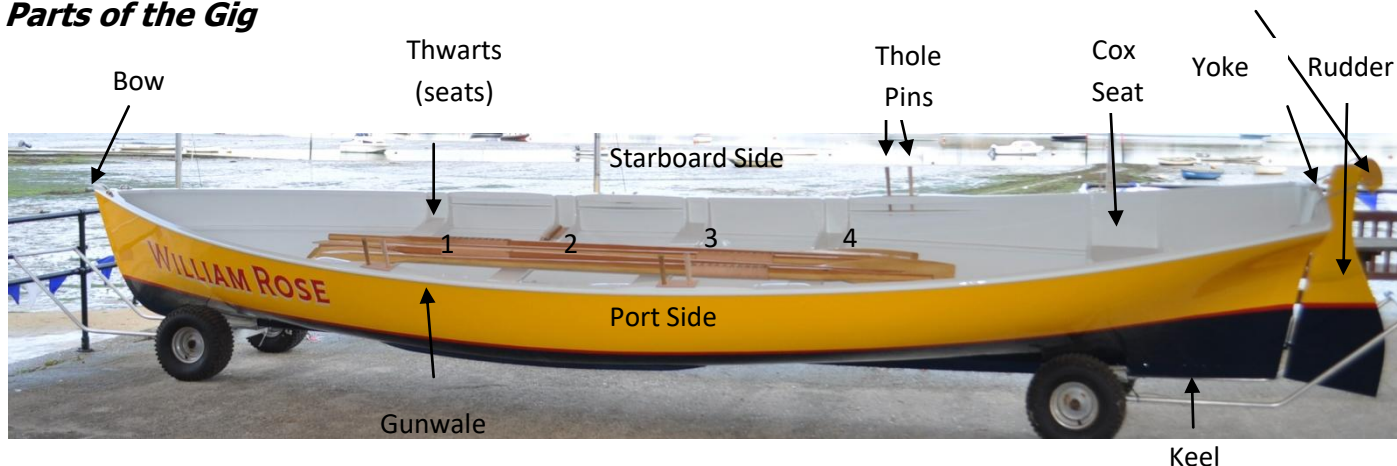
A Gig can be booked for fixed crew sessions when there is no formal organised Open Rowing Session or Race booked (dates for Open Rows and Races are on Team App).

A Gig may be booked by e-mailing Rowing@stoursailingclub.co.uk with details of the date and time requested giving at least 24 hours notice - on a first come first served basis. Repeat, longer-term bookings may be refused so that all can gain benefit in as fair a way as possible.

An Introduction to the Harker's Yard Gigs

We have two Harker's Yard Gigs at Manningtree. The Gigs are made by marine apprentices at the Pioneer Trust Harker's Yard in Brightlingsea. They are twenty four foot long and weigh in at two hundred and twenty kilos. William Rose is made of cold moulded mahogany ply, and our new Gig Hunter is made of GRP. They are slightly different inside due to the different methods of construction, but are of the same weight and hull shape. Class rules determine how the Gigs must be equipped to race (including the type of oars and no permitted modifications) to ensure that as far as possible all of the Gigs are essentially the same and none of them are intrinsically faster or slower. Both are racing boats designed to be light and fast – they can be easily damaged and need to be treated with care!

Parts of the Gig



Oars (blades)

The Gigs are rowed by a crew of four, each with a single oar (or 'blade'). This is 'sweep' rowing, (or simply rowing - rather than 'sculling' with two oars).

The oars are thirteen feet long and made of wood. Although they are hollow to save weight they weigh around 4 kilos each and are tricky to handle at first. Each oar costs around £450 and they are not available 'off the peg' (and they can break!).

The leather protects the oar and when rowing the leathered part of the oar sits on the gunwale between the two thole pins which allow the oar to pivot.

The gig oars are 'macon' style – with symmetrical spoons. They also act as social distancing tools – holding an oar in the middle gives you two metres either side!

Thole Pins

Each rowing position in the Gig has two wooden THOLE pins. A leather pad protects the gunwale and the thole pins fit through holes in the leather pad into holes in the gunwale.

The darker pin is made of hard wood and the lighter pin is made of softwood. The darker pin goes at the BACK of the oar (nearest the bow – the pointy end of the boat) and the lighter pin goes at the FRONT of the oar (nearest the stern – where the Cox sits). The lighter pin is designed to break if necessary to protect the oar.



Rowing terms

As with many activities rowing has its own language and there are some terms that it is helpful to have come across before you come out rowing on the water for the first time.

Terms	What it means
Port	The left hand side of the Gig as seen from the Cox seat looking towards the Bow (front of the boat). Port Markers are red – rowers face backwards and so will find port on their right hand side (red is right)
Starboard	The right hand side of the Gig as seen from the Cox seat looking towards the Bow. Port Markers are green – rowers facing backwards will find port on their left hand side.
Stroke (rower)	Rower nearest the Cox who sets the pace for the crew
Bow (rower)	Rower furthest away from the Cox
Stroke Pair	Rowers in seats 4 and 3 (nearest the Cox)
Bow Pair	Rowers in seat 2 and 1 (furthest from the Cox)
Stroke Side	The two rowers in Stroke (number 4) and Number 2 (rowers on the Starboard side of the Gig)
Bow Side	The two rowers in Bow (number 1) and Number 3 (rowers on the Port side of the boat)
Catch	The part of the stroke where the oar enters the water
Finish	The part of the stroke where the oar comes out of the water
Recovery	The non-work part of the stroke moving from finish to catch
Outside Hand	The hand placed at the end of the oar handle
Inside Hand	The hand placed nearest the spoon of the oar
Stroke Rate	The number of rowing strokes taken by a crew in a minute
Fenders	Inflatable squishy cylinders attached to the thwarts (fixed seats) hung over the side of the Gig to prevent damage – these are taken inside the Gig once underway. There is also a fender on the bow of the boat to protect the Gig when coming into contact with a hard surface or another boat.
Stern	The back of the boat – behind the Cox – colloquially the 'Blunt end' – also known as aft – as in 'let go aft'
Bow	The front of the boat – behind the rowers – colloquially the 'Sharp end' – also known as forward - 'forad' – as in 'let go forad'.
Bow Rope/Stern Rope	Ropes fixed to the inside of the Bow and Stern – used to manage the launch and recovery of the Gig and to moor up (attach the Gig on the water to two points on the shore).
Foot stretchers	A moveable piece of wood across the bottom of the Gig in each rowing position for rowers' heels – enables rowers to 'push' through their legs with each stroke.

Rowing Calls

The Coxswain (Cox) is in charge of the boat and the crew. They are the only one who can see where they are going, spot hazards and steer the boat. The Cox is also responsible for race strategy when racing. Gigs are 24 foot long almost as wide with the oars deployed. They can only be steered, either by oars or rudder, when moving, and they have no brakes. The Cox will give a number of commands to control the boat and the rowers – they may vary slightly but the commands below are ones to be aware of. The crew's job is as the engine of the boat – listen and do as asked when asked!

Terms	What it means
Are you ready to row?	Checking that all members of the crew are ready to listen to the next command (and not putting on gloves or sorting out footrests!) Cox may ask for each member of the crew to affirm by number - 1 (2,3,4) ready
Come Forward	Crew come forward at the catch position with blades just above the water – 'ready to row'
Go! Or 'Row'	The signal for the crew to start rowing – all in to the water together at 90 degrees. The person in the number 4 seat (nearest the Cox) is the stroke and sets the rate – the rest of the crew follow the stroke.
Easy Easy There	The signal for the crew to stop rowing – usually preceded by a warning – for example ' <i>next stroke ea-sy</i> ' or ' <i>in three, in two, in one, ea-sy</i> '
Stroke Rate	The number of rowing strokes taken by a crew in a minute
Take it up	Increase the stroke rate – may be ' <i>take it up 2 pips</i> '
Take it down	Decrease the stroke rate – may be ' <i>take it down 2 pips</i> '
Up Oars	Place the handle of the oar on the floor of the Gig between your feet with the blade in the air
Get your oar in!	A rather more urgent version of up oars – command to bring an oar or oars into the Gig as quick as possible however possible – usually to avoid breaking oars due to an unavoidable obstruction.
Back it Down	To reverse the rowing stroke – belly to knees – to move the Gig backwards. This can be done without turning the blade of the oar round. Often used before the start of a race to avoid reaching the line too soon, or when coming in to land to slow the Gig down is needed. May also be used to help turn the Gig – as in stroke side back it down – bow side row on.
Row On	A command to row forward
Take us Round	A call at turning a mark. The Cox will usually have kept the crew informed about the distance to the mark and whether bowside or strokeside will be needed to row to turn the Gig.
Dig In	Also a call at the turn, Cox may ask either number 3 or 2 to 'dig in', blade in the water and held in place using body weight to provide a pivot point to turn the gig more quickly.
All Together	Usually used after a turn to indicate that the rowers who had stopped rowing for the turn need to start again.
Fend Off	Command to 'fend off' to prevent damage to the Gig, often when coming alongside a pontoon or quay.
Fenders in Fenders out	Command ' <i>fenders in</i> ' or ' <i>fenders out</i> ' may be qualified with Port or Starboard
Hold Water	Row to keep the Gig in the same position – usually before the start of a race with tide or wind pushing the Gig on to or away from the start line.
Hold it Up	Means Stop the Boat NOW (emergency stop)! All oars enter the water at 45 degree and turn to 90 degrees with the weight of each crew member bracing their oar (don't worry – you will practice this!)
Let go	Person holding bow or stern line to let it go – frees the Gig to begin rowing – usually qualified with 'let go forward' or 'let go aft'

Use of the Stour Sailing Club Gigs

Coxing

All Gig Crews must include a Competent Cox as helms-person at all times. If the Cox is not also the Approved User, then it is the Approved User that carries responsibility for the Gig overall, and therefore the Cox must willingly accept any guidance made by them.

The Club will be working to increase the number of people who are able to Cox through providing experience on Club Rowing Sessions and it is hoped to provide more formal training in future.

Role of the Cox (or Approved User if applicable)

- The first duty of the Cox is the safety of the crew and equipment, and the safety of all other water users
- The Cox is running the boat, but should consider themselves one of the crew, and be regarded as such by other crew members.
- Whilst on the water the Cox should ensure that everything is made as simple as possible for the crew, and should adjust each session to suit that particular crew and the aims of the row (social, sprint training, technique drills, stamina training etc).

Decisions on whether to Row

- The final decision on whether to row rests with the Cox, although if any of the crew express concerns about launching then this must be considered and acted upon accordingly. The following must be considered before launching:
 - **Weather** – check forecasts for wind (strength and direction) that might make rowing or launching or docking hazardous. Also consider visibility, rain and cold or extreme heat.
 - **Tides** – understand the impact of the tides on rowing conditions and progress of the Gig
 - **Limitations** of the vessel and crew – always row to the weakest rower, make sure that crew has suitable clothing
 - **Navigational hazards** – know where the channel is and be aware of underwater obstructions
 - **Route Plan** – plan to row **into** the prevailing conditions so that when the crew is tiring they will have conditions helping on the return journey (especially with a less experienced crew)
 - **Shore Contact** – ensure that there is a designated person who knows that the Gig is on the water and can raise the alarm or check status if needed
- Coxes should never feel pressured into taking a boat out, and if conditions are worse than expected they should have no hesitation in cutting the row short.

On the Water

Coxes must have a working knowledge of the rules preventing collisions at sea (International Regulations for Preventing Collision at Sea (IRPCS)).

As rowing vessels are not specifically mentioned as a class of vessel under the IRPCS they have no defined status under the rules and should keep clear of other types of vessels.

However, all water users (including rowing vessels) have a responsibility to avoid collisions, including keeping a good watch for other vessels on the water, altering course and slowing or stopping as necessary.

Remember that the Gigs are not very manoeuvrable. Coxswains should therefore be aware at all times of other water users, anticipate the likely actions of sailing boats in particular, and give clear indications of the Gig's intended actions to other water users

Basic 'Rules of the Road'

- If two boats are on a path to meet head on the boats should pass port to port by altering course to starboard
- If you are overtaking another boat you must keep clear of the boat being overtaken and give them plenty of room
- If you need to cross the path of another boat you should pass behind, not in front, and give them plenty of room
- When crossing the path of sailing vessels in particular you should make clear your intentions by the positioning of the Gig
- Although infrequent, large ships do come in and out of Mistletoe Quay via the channel at High Water. In such circumstances be aware of the path that the ship will need to take, and keep well clear. The Gigs can make use of the water beyond the channel, large ships cannot.

Communication and Safety

- The Cox should wear a life jacket or buoyancy aid at all times
- The Cox should take a fully charged VHF radio and be able to use it correctly and legally to (Club handheld radios are available to borrow if needed)

Guide for all Gig Users

Firstly - a reminder: despite appearances the Gigs are racing vessels and the hulls are thin and can easily be damaged. William Rose is of wooden construction — Hunter is made of GRP but is also a racing boat and both have thin hulls that are vulnerable to puncture damage. Handle with care!

These instructions are a reminder only – all authorised users should of course ensure that they are familiar with all aspects of the use of the Gig, particularly before their first 'independent' trip.

Getting the Gig ready for use...

- Make sure that you have the seats, oars, thole pins and leathers, rudder, yoke and buoyancy aids along with the safety 'Grab Bag'.
- Take off cover (undo ropes, flop sides into boat, stand at bow and roll up so that it can easily be put back on (easier with 2 people)
- Remove the cover frame carefully
- Place the cover and frame where they will be out of the way and not get wet and muddy while the Gig is out
- Give the Gig and equipment a check over
- Check that the **bung** (in the bottom of the Gig) **is in** and screwed to the 'closed' position
- Dress the bits of leather that go between the thole pins, and the leathers on the oars with tallow if needed
- Make sure that the thole pins are in place (hard pins towards the bow of the Gig, soft towards the stern)
- **Do not** fit the rudder until after the Gig is launched
- Check again that the **bung** (in the bottom of the Gig) **is in** and screwed to the 'closed' position

Launching...from the Compound from launch trolley

- Before you start – remember that some crew members will have to go into the water – be prepared with waders (especially in the winter months).
- The launch trolleys do not have a winch to hold the Gig on the trolley. Use the bow rope to wind a figure of eight round the trolley handles and prevent the Gig sliding off the trolley as it goes down the hard.
- Put the fenders out
- Remember - the Gigs are long and the turn from the compound to the hard is tight – watch the boat on the gate and the edge of the Hard. Do everything SLOWLY.
- Have at least two people ready in waders/able to paddle. The people steering the trolley also need to be able to get wet so they should be prepared.
- The trolley should be pushed down the hard until the people in the water can see that the stern section of keel is in the water – the trailer can go right in to the water so that the Gig is afloat
- The trolley needs to be separated from the Gig – release the bow rope, make sure someone is holding the bow and stern ropes then hold the trailer fast and gently push the Gig from the trailer/pull the trolley up the hard
- If water is bubbling up into the Gig you have forgotten to treble check that the **bung** is in – screw it in quickly and get ready to bail!
- Float the Gig into water and bring safely alongside the hard or the Quay – Make sure the **fenders** are out as needed and that the bow and stern lines are to hand
- Fit the rudder and yoke
- Pull the trolley back up and leave in the Compound out of the way of other boat users
- Don't get in the gig with muddy feet! It will save you lots of cleaning out after your session, and reduce wear and tear on the gig

- Wash mud off and take waders with you in the gig (or if a member is staying ashore, leave with them)

Thole pins...

- Are made of hardwood (darker coloured greenheart wood) and softwood. The darker pin goes nearest to the rower and the lighter pin goes furthest from the rower. Put them in the appropriate places for each position. Make sure that you have spare pins on board

Getting Going....

- The Gigs are tippy – so be careful when getting in and out. On Hunter only step on the seats or on the parts that have a non slip coating (do NOT step on the shiny 'rim' under the gunwales)
- Decide who is going to row in which position **before** you get in
- Get into the boat one at a time
- **Sit down** on your designated seat as soon as you can
- Sit on the **opposite** side of the boat to your oar – do not try and sit on the centre line
- Watch your feet on the floor of the boat – it will be slippery if wet – think where you are putting your feet
- Make sure that your seat cushion is secured tightly
- Set your footrest so that your legs are *only just* bent when leaning forward and straight when leaning back
- Make sure that your gloves are on if you are using them and you are ready to go when the Cox gives the commands.
- Identify the correct oar for your seat position. The Oars are numbered: The Bow Seat Oar is 1.
- The Cox will give the command to raise your oar (and the order that they want the oars raised in). The Cox will also tell the crew which oars they want 'out' (between the thole pins) and ready to row, and whether individuals will need to gently 'row short, or paddle' to safely leave the shore.
- Listen to the Cox and don't second guess them!

Retrieving on to the Launch Trolley....

- Bring the Gig alongside the Quay, pontoons or Hard slowly and carefully so crew can disembark safely
- If in doubt about the conditions bring the Gig up on to the beach. You will need to remove the rudder before coming in to the beach which means that you will need to steer the Gig using the oars only. This prevents bending the Pintle and Gudgeon which stops the rudder fitting correctly. Disembark the crew over the Bow and then bring the Gig to the hard and on to the launch trolley. Make sure that you move the Bow of the Gig via the sand so that you reach the hard and can then walk down the hard and not get stuck in the mud.
- Make sure that the **fenders** are out and protecting the Gig, Secure the Gig using the stern and bow lines – use a spring if required.
- Remove thole pins and leathers carefully – do not lose them or drop them in the boat!
- Unclip the seat cushions
- Remove the Rudder and Yoke – be very careful doing this especially on Hunter – there is not much clearance on the transom.
- Get out of the Gig one at a time and carefully – if alongside the hard you may find it easier to 'crawl' out of the Gig rather than step.
- Push the trolley down the Hard and into the water until it is possible to float the Gig on to the trolley – make sure that the keel is in the centre of the middle rollers and that the Gig comes up square.

- Use the bow rope to wind a figure of eight round the trolley handle to prevent the Gig slipping down the trolley
- Once the Gig is securely on the trolley return it to the Compound (watching the Gig round the turn and through the gate).

Back In the Compound...

- Double check that the Gig is sitting properly on the trolley (move it if needed)
- Double check that all equipment has been removed
- Rinse Gig with fresh water and tidy and clean the Gig with sponge and mop as needed. Make sure that no water remains in the bottom of the Gig – particularly at the extremes of the bow and stern under the floors where it tends to sit
- Rinse the trolley with fresh water, paying special attention to the wheels.
- Put the thole pins and leathers in the pin bag
- Put the Seats, Rudder, Yoke, Thole Pins and Leathers, grab bag and bouyancy aides back in the Gig and place the oars on the cushions with the blades at 90 degrees so that water does not 'sit' on the blades.
- Fit cover frame- the aft arc fits over the forward thole hole and rests on gunwale, forward one fits over the aft thole holes. The central one just rests on the gunwales- make sure it doesn't get out of position while the cover goes on
- Put cover on starting with the stern. Pull cover out to bow before dropping sides over boat, and pull to get it over the top of the bow
- Pull sides of cover over boat and fasten lashing lines underneath boat using the pairs of eyelets in the cover
- Check that all gear is either in boat, put away in proper places, or going with you before leaving the Compound
- If anything has been lost or damaged (e.g. thole pins) during the session, please inform the Rowing Secretary by email so that it can be fixed or replaced. Failure to report damage may result in removal from the list of Approved Users.

Safety on the Water...

- The Cox (or Approved User if applicable) is in charge of the Gig on the water – the Gig is steered by Oar as much as rudder and the crew must listen and be ready to respond to instructions
- All crew should be able to swim 25 metres in rowing kit. Any crew members who cannot meet this requirement should wear a life jacket or buoyancy aid at all times
- The Cox should wear a life jacket or buoyancy aid at all times
- Any crew member under the age of 18 must wear a life jacket or buoyancy aid at all times
- Any member of the crew may wear a life jacket or buoyancy aid if they prefer – do not feel that you have to ask
- If a crew member prefers to use a life jacket (rather than a buoyancy aid) then the life jacket must be worn at all time when on-board the Gig (a life jacket cannot be put on quickly in an emergency when compared to a buoyancy aid).
- The Gig carries sufficient buoyancy aids for all those on board
- For races Buoyancy aids will be placed on the individual seats and must be put on if the Cox gives the command, or before if you wish.
- The Gig's Grab Bag must be taken on each outing – it includes:
 - A first aid Kit
 - Foil emergency blankets (if appropriate for the time of year)
 - Water-Proof gaffer tape (for emergency patching!)
 - A throw line
 - Disposable gloves
 - Hand Sanitiser

- Face masks
- CPR facemask
- The Cox should take a fully charged VHF radio and be able to use it correctly and legally.
- The Gig and the Oars are heavy, handle with care.
- Take particular care when getting into and out of the boat (the Gig is tippy and may be slippery), and do not put your hands between the gunwale of the Gig and the Quayside (you do not want squished fingers!)
- Make sure that you have spare thole Pins

Although you are very unlikely to need to call for help, it does happen. In April 2016 a Harker's Yard Gig ran aground close to St Osyth on a falling tide in cold weather. Although there were no injuries all members of the crew became very cold with danger of hypothermia and were winched to safety in a helicopter rescue after the Clacton Life Boat was unable to pull the Gig free of the mud. This is one of the crew 'going up'.



Personal Equipment

You do not need lots of specialist equipment or clothing for rowing, but you will need:

- Clothes that allow a full range of movement.
- Trousers or shorts without pockets, seams or rivets work best (jeans are not a good idea).
- Wear layers that you can take off when you row and put on when you stop.
- Wear a cap, sunglasses and sunscreen in sunny weather, and a woolly hat in winter.
- Most people wear gloves – you can buy rowing gloves - but sailing gloves, old leather gloves or even flexible gardening gloves are ok when you start.
- Wear shoes that you don't mind getting wet and muddy (it will happen sometimes) with soft soles that will not damage the Gig.
- Take a bottle of water with you (**not a metal bottle** as these damage the Gigs when dropped).
- Take your own buoyancy aid if you have one. If you wish to wear a life jacket then it must be worn at all times when you are on the Gig (as already stated, a life jacket is not as simple to put on quickly if needed).

Check list for Towing and Racing Gigs



The Gigs are 24 feet long and over 5 feet across at the widest point. The Gigs are both susceptible to damage but William Rose is made of wood particularly susceptible to damage, especially on launch and retrieval and towing.

Anyone who is hoping to become an approved user and also be responsible for the Gig away from home water must first learn, practice and demonstrate competence with the preparation for towing procedures before they can gain approval.

Introduction

This is intended as a step by step aide memoire for getting the Gigs ready to tow and to race.

It is set out in a number of stages:

- **Getting the gigs themselves ready to go on road trailers**
- **Making sure that we have all of the right equipment for each Gig safely ready to go in the tow cars**
- **Putting cushions and Oars into Gigs and Gigs on to the road bases, locating towing equipment and securing the Gigs to combi trailers ready for towing**
- **Moving cruisers and Gigs ready for the Gigs to leave the compound**
- **Getting ready to race at the destination**

All instructions then apply in reverse to come back home after the race!

Stage 1: Getting the Gigs Ready to put on road trailers

This is easiest to do while the Gigs are on their launch trolleys as they are lower down and everything is easier to reach!

Take everything out of the Gigs.....

Everything (apart from the seat cushions, fenders, bungs, and fore and aft lines (ropes!)) needs to be removed from the Gigs. Anything left in the Gigs will 'bounce' and could be lost or damaged or damage the Gigs.

If the gigs have just come in from a row they need to be washed down as usual.

Stage 2: Making sure that we have all of the right equipment for each Gig safely ready to go in the tow cars

Foot Stretchers, extenders, Rudder, & Yoke

These all go in to the large, lined bags.

William Rose's Bag is Gold (well now a murky brown) and Hunter's is dark pink.

Make sure that William Rose's bits go in the gold bag and Hunter's in the pink – the parts of the gigs are more or less, but not exactly the same.

Buoyancy Aides

Each Gig has to carry five buoyancy aides (one for each rower and one for the Cox) – make sure that there are the right number and that they are all large or extra large! **Without sufficient buoyancy aides for the rowers and Cox we are NOT COMPLIANT.**

The buoyancy aides also go in to large bags – William Rose's is gold and Hunter's dark pink – these bags are not lined as they don't need to be strong – just big.

Pins, leathers and spares

Each Gig has to carry hard and soft pins + spares and leathers. Each Gig has a dark blue race pin bag with the name of the Gig on it. Make sure that there are ***eight hard, and eight (GOOD) soft pins*** in each bag.

Make sure that there are at least ***five leathers*** in the race pin bag.

Prepare the leathers for racing – both the leather on the oars and the gunwale leathers

Apply tallow to the leathers using a cotton rag (Tallow and rags will be in the Gig towing holdall) and put them back in the race pin bag. The tallow makes the leather waterproof and also reduces friction when rowing.

Make sure that there are four straps to tie round the buoyancy aides when racing

There will also be at least four long pieces of strapping with Velcro attached. These are used to secure the buoyancy aides to the seats when racing. Make sure that there are at least four and add them to the race pin bag.

Put the race pin bag into the large bag with the buoyancy aides.

Without Pins we can't row – **without pins and spares we are NOT COMPLIANT.**

Bailers and Bow Fender

Make sure that there are two bailers and put them (complete with lines and carabiners in with the life jackets. **Without at least two Bailers in each Gig we are NOT COMPLIANT.**



Make sure that the Bow Fender for each Gig is with the rest of the equipment ready to be put in tow cars. **No Bow Fender – disqualification on safety grounds**

Cox Seat

Don't forget the Cox seat for each Gig, and Caroline's spare seat cushion (it says Caroline on it and provides extra height for shorter Coxes!)

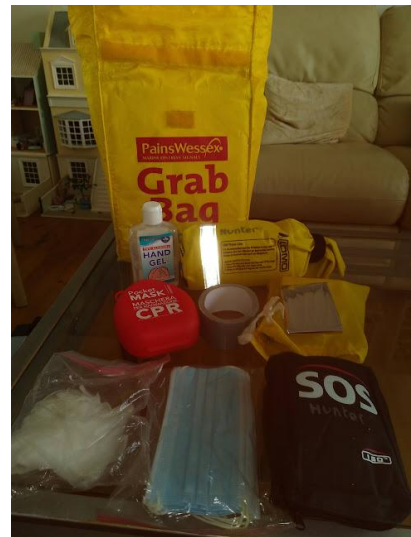
Grab Bag

Make sure that each Gig has its Grab Bag – the yellow bag that says Pains Wessex Grab Bag – name of Gig is written on.

You need to know what is in the bag as well – As part of the Class Rules each Gig has to carry a first aid kit, emergency blankets and a throw line.

We also carry hand gel, face masks, gloves and a CPR facemask.

There is also Gaffer Tape (useful for lots of emergencies!)



If we don't have the Grab Bag we are NOT COMPLIANT - so could be disqualified.

Check that the **Radios** are fully charged – if not put them on charge to pick up in the morning! Designate someone to collect them and ensure they get to the race – we can't race without them!

FINALLY - Put all of the equipment for each Gig in the car that will be towing the Gig the following day. Make sure that nothing is left behind – ensure that you have the Cox seat!

Stage 3: Putting cushions and Oars into Gigs and Gigs on to the road bases, locating towing equipment and securing the Gigs to combi trailers ready for towing

On home water we launch both William Rose and Hunter from their launch trolleys.

The launch trolleys are one component of a 'Combi-trailer' and the launch trolleys (with Gigs on them) have to be united with their road bases and then secured to enable them to be towed safely.

Each Gig has a hold all for all of the towing equipment (Stretcher, ratchet straps, bungees, ball bungees, towing cushions, tallow, spare lynch pins, sponges, trailer locks etc, spare trailer wheel and jack.) These are kept in the container closest to Jewsons in the compound along with stretchers, number plates, etc.

Locate the towing equipment and put everything for each Gig in a convenient location next to the right Gig.

The key for the container is on the Starting Hut's keys.



The lock is tricky unless you know how!

Far left is the lock in locked position – inside the cover of the container it is hooked round another bar at the top.

On unlocking you need to pull the shaft down and then unhook the lock from the bar inside the cover.

Fix the rowing cushions down the centre of the Gig.

Take the Bung out of the Gig and make sure that it is secured securely and cannot be lost in transit. For William Rose the bung is usually tied round the closest seat using the attached string and then tucked under the seat cushion.

For Hunter the same may apply or it can be fixed securely to the ring on the inside back of the Gig (where the Harker's Yard no 22 is painted).

Oars and Spare Oar

Make sure that you have four race oars for each Gig + one spare Oar between the two Gigs (the 'spare oars' are the ones with the yellow blades).

William Rose's Oars are Suttons Oars (see the sticker!) they are newer and plainer.

Hunter's Oars are Kernow Oars (see the sticker!) they are older, but also have darker wooden stripes along the shafts and are made in laser cut sections joined together along the shafts.

Oars need to be placed centrally down each Gig – resting on the seat cushions with the **blades towards the stern of the Gig (towards the Cox seat).**

One Gig needs to have the spare oar in addition to the race oars.



These are Hunter's Oars! Blades need to be at 90 degrees and not touching.

They then need to be secured firmly with bungees around each seat and cushion so that they are unable to bounce.

Bungees are in the race holdalls – TAKE GREAT CARE and NO CHANCES with fixing bungees – a bungee hook to the face or eye is a common accident and can cause injury

Locate the **road bases and identify which belongs to each Gig (they are slightly different – names are on the trailers (needs to be re-done frequently as it wears off). Hunter's Trailer has Black Mudguards and William Rose's are Blue.**

You will need to make some space! The road trailer needs to be placed in front of the Gig and launch trolley with the Bow of the Gig and the Jockey wheel immediately behind the back of the road base and in a straight line.

Nominate one person to be responsible for the jockey wheel and two people to lift the front of the launch trolley (others can watch the back of the Gig).

Lift the front of the launch trolley – take the lynch pin out of the jockey wheel and remove the jockey wheel.

Lift the front of the launch trolley over the roller so that the launch trolley rests on the roller.

Put the lynch pin back in to the jockey wheel and put it ready to go in to the towing holdall ready to go in the tow car.



CAREFULLY slide the launch trolley and Gig along the road base until the slot on the launch trolley can be placed over the anchor post on the road base (you will have to lift the launch trolley again to do this).

If the operation does not go smoothly the launch trolley is probably misaligned on the road base – take it back and try again.



Use the **PADLOCK** (attached to the road base) to secure the road base and launch trolley together. The Code is 2183. Use one of the small ball bungees to make sure that the padlock does not bounce against the road trailer (it is very annoying!)



Put the rope tether through the fairleads on the bow of the Gig. Put the clip on the winch lead through the loop on the tether and use the winch to take up the slack on the tether. Use the ratchet stop on the winch to secure in position.

Needs a picture

Secure the Bow of the Gig to the trailer using the bow rope (put through fairleads).



Find the light board and lead.

Make sure that the number plate matches the tow car.

The light board fits over the stern of the Gig (be careful when doing this) and is secured with the bungee. The lead goes below the seats and up to the bow of the Gig



Find the wooden stretcher and place in the correct position in the middle of the Gig (it is labelled with the name of the Gig and port and starboard – looking to the Bow of the Gig the Portside is on your left).

Find the trailer ratchet strap – these are different lengths for each Gig



Hunter

Hunter's strap goes underneath the trailer and Gig with the position marked in blue tape. Make sure that there is no twist in the strap.



Use the pink cushions inside the strap to prevent the strap vibrating and damaging the gig.

Tighten the ratchet strap so that the gig is held securely but not squished too tightly.



William Rose

William Rose's ratchet strap does not go under the Gig and trailer.

The ends of the strap are placed through the eyebolts on the road base and then secured with small ball bungees to prevent them from bouncing out.

Needs a picture

Make sure that there is a pink cushion between the ratchet and the Gig as well as on the other side of the Gig.

Tighten the ratchet strap so that the gig is

held securely but not squished too tightly
(even more important as William Rose is a
wooden Gig).

Stage 4: Moving cruisers and Gigs ready for the Gigs to leave the compound

Play Musical Boats – Two cruisers need to be moved out of the compound on to the road/fire station yard – followed by the Gigs.

Then the cruisers need to be moved back in – followed the Gigs so that the gigs are in front of the gate bow first ready to tow.

DOUBLE CHECK

Make sure that absolutely everything is either in the tow car ready for the next day or ready to be picked up if the tow car is not yet there – including the towing holdalls, jockey wheels and Lynch pins and the spare trailer wheel and jack.

There is a spare trailer wheel in the container. Carry this and a jack and wheel brace in one of the tow cars.

Make sure that the Container is locked up.

ON TOWING

Fix the tow bar to the car. Put the TETHER on first (loop of wire) – this is a legal requirement for safety reasons.

Lift the jockey wheel up and tighten securely.

Attach the electrical cable to the car making sure that there is enough slack to go round corners. Test lights and indicators with car.

Do a final sense check – make sure that there is nothing in the Gig that should not be, and that everything is in the tow car that needs to be.

HAVE YOU GOT THE RADIOS??!!



Application to be on the List of Approved Club Gig Users 2024

Full name: Address:	Club Membership number: Email address: Mobile phone number: Home phone number:
Experience of Coastal Rowing – Coxing and Rowing Experience, including any British Rowing or other qualifications and experience of Gigs:	
Other relevant Boating experience and qualifications	
Do you hold a VHF licence?	
Do you have any medical conditions or impairments that may affect your ability to take part in coastal rowing? *	
*Should such a medical condition exist then it will not necessarily preclude you from participation but it must be declared, and if you are in any doubt then you should take advice from your doctor.	
I would like to apply to be added to the list of Approved Club Gig Users and agree to comply with the role and responsibilities of an Approved User set out on page 2 of this form. <i>By signing below you confirm that you have read the Club Gig handbook and understand and will comply with the rules on the use of the Gig at all times.</i>	
Signature: Date:	
Submission Approved, Waterborne Trial completed: (Rowing Secretary Sign & date) _____	
Considered by SSC Rowing Sub Committee on: _____	
Added to list of Approved Users (Yes/No): _____	
Signature of 'Approving Club Officer': _____	



STOUR SAILING CLUB

Approved User Role and Responsibilities

The contents of this document are in addition to those detailed in **Club Gigs – Handbook** (add link)

Introduction

The purpose of this document is to ensure that all Approved Users understand their role and responsibilities when in control of SSC gigs and boats or using a privately owned rowing boat loaned for club use.

Each Approved User is required to sign this document to indicate that the contents and the Document **Club Gigs - Handbook** have been read and understood and responsibility accepted.

Every vessel when underway is subject to maritime legislation usually known as the Collision Regulations. These Regulations have been developed over many years and are aimed to avoid collision at sea. They apply equally to an SSC gig as to a large container ship.

The following points detail actions that must be taken by an Approved User and/or Cox when in charge of William Rose, Hunter or a private boat loaned for club use.

Taking control of a boat on the water is a continuous risk assessment, being aware of conditions and changing hazards and acting to manage them.

Definitions

Approved Users: these are club rowers who have appropriate knowledge and experience to take charge of outings and to have overall responsibility for the vessel whilst on the water.

This responsibility includes, depending on the nature of the outing, planning and decision making whilst on land and on the water; preparing the boat, safe launch and recovery, ensuring the boat is left clean and all items are correctly stored

Approved Persons are appointed by the Rowing Sub-Committee

Approved Users

The person in charge of a club boat must be an Approved User who shall be in control of the vessel for the duration of the outing. It is a legal responsibility. However, our aim is to avoid accident and incident by sensible risk management.

No SSC rowing boat will be underway without an Approved User on board. When there is more than one Approved Person present they will agree who will be in control before the outing commences.

The responsibilities of Approved Users and Coxes are fully detailed in the document **Club Gigs - Handbook**

Whilst underway the Approved User shall ensure that a good lookout is kept at all times. If the Approved User has allocated Cox duties to another rower he/she should also take a regular lookout, monitor conditions and take back the cox position if needed.

If there are only four crew members the boat may go coxless in open water provided the bow rower keeps a good lookout. When approaching any hazards or busy water or returning to the buoyed area a rower must cox the vessel.

The nominated Approved User should not leave the vessel unless another Approved User is present who will then become responsible. If the nominated Approved User becomes incapacitated another Approved User, if present, or most senior rower automatically assumes control.

In the event of an incident involving injury or damage or a significant near miss a member of the Rowing Sub Committee should be informed once the incident is resolved and a report submitted within 24 hours. If anyone is injured the Approved User should ensure appropriate first aid or medical treatment is administered.

=====

I have read this document and Club Gigs – Handbook and accept the role and responsibilities of an Approved User

I accept that as an Approved User I am:

- **responsible for the safety of the boat crew at all times during the outing**
- **responsible for ensuring that the boat is safely launched and recovered and left clean and in good order for the next outing**
- **responsible for reporting any incidents, damage or significant near miss**
- **responsible for ensuring the tide gate is closed when not in use unless other club members are present.**

Name	
Signature	
Date	



STOUR SAILING CLUB

Rowing Contact Form 2024

Name					
Address					
Email Address					
Mobile Phone Number					
Are you currently a member of the Stour Sailing Club?			Yes	No	
Do you have any medical conditions or impairments that may affect your ability to take part in coastal rowing? *					
<i>*Should such a medical condition exist then it will not necessarily preclude you from participation but it must be declared, and if you are in any doubt then you should take advice from your doctor.</i>					
Are you able to swim at least 50m? **			Yes	No	
<i>** If you are not able to swim then you will be required to wear a buoyancy aide or lifejacket for rowing. You may choose to wear a buoyancy aide or lifejacket for rowing at any time regardless of your ability to swim.</i>					
Please use this box to give us any additional information you would like us to be aware of					
As a condition of our Sport England Funding we have to report back some basic statistical information on rowing at the Club - can you please provide the information below:					
Year & Month of Birth	Age	Gender	How would you describe your ethnic origin?	Do you have a disability or a limiting long term illness?	Do you regularly take part in any other sport/physical activity?
/					
<p>Data Protection</p> <p>The information you provide on this form will be used solely for dealing with you as rower with Stour Sailing Club. The Club has a Data Privacy Policy which can be found on the website www.stoursailingclub.co.uk and your data will be stored and protected in accordance with this policy.</p> <p>The Club may arrange for photographs or videos to be taken of Club activities and published on our website or social media channels to promote the Club.</p> <p>If you consent to your image being used in this way, please tick here. <input type="checkbox"/></p> <p>If at any time you wish to withdraw your consent for the above, please email rowing@stoursailingclub.co.uk</p>					
Signature					
Date					