



Penarth Yacht Club

Safety Boats Standard Operating Procedures

Who Should Read This Document

This document **MUST** be read by all PYC members before operating a PYC safety boat in connection with any PYC activities.

Scope and Objectives

These Standard Operating Procedures cover the pre-launch checks, including boat condition and contents, and practical guidelines on how to operate the boats safely.

Safety Boat Operation

Fuelling

Petrol for the safety boats is stored in the Petrol Store at the rear of the Club House. Care is to be taken when fuelling boats to avoid spillages. An appropriate funnel should be used.

All boats use standard unleaded petrol.

Mandatory Checks

Boat Condition

- Check the internal or external tanks to ensure adequate fuel is available for the intended session
- Check fuel lines for leaks and damage
- Check the external fuel tank is tied in (if used)
- Check propeller for security and damage
- Check all controls are working satisfactorily
- Check hull and sponsons for damage
- Check rib sponsons are correctly inflated (pump is available in garage)

What's in the Boat.

Check that the following are in the boat before launching:

- the safety pack
- bungs, if appropriate
- anchor, paddle/oars
- Burgee
- Bucket/bailer
- warps / Bridle / Towline / Throwline
- Minimal toolkit
- Thermal protective aid
- Sharp knife
- Whistle
- "Crew Safe" tape
- Spare Kill Cord

Engine starting

- Ensure there is adequate depth of water to lower the engine before starting.
- Before starting, lower the engine sufficient to ensure some drive from the propeller
- Insert the kill-cord to the key switch; attach the kill-cord to the driver
- Check the engine is in neutral.
- Check that there are no obstructions around the propeller area (people, warps, fishing lines)
- Adjust choke and fast idle settings as appropriate.
- Start engine using key or pull cord
- Look for the water expulsion 'tell-tale' from the engine. If no tell-tale after a few seconds or if it is weak stop the engine and do not use until serviced or repaired.
- At a convenient time early in the drive, check the kill cord operation (by pulling it out!)

Driving the powerboats

- Keeping a good lookout is key for safety.
- Hazards should be given a wide berth.
- Kill cords are to be used at all times when the engine is running.
- Passengers may be taken for specific purposes e.g. transferring between dinghies, to view demos.
- If passengers are taken, full instructions as to seating and holding on and warnings of changes in direction shall be given.
- Care must be taken not to compromise safety if the powerboat is being used to give safety cover.
- Drivers must be constantly aware of the potential of injuries that the propeller can cause to people in the water
- Ideally engines are to be stopped immediately anyone falls overboard or if anyone is in the water in the near vicinity of the powerboat. However this may not always be practicable, as the RYA notes:
 - *“As skipper you need to balance switching off the engine for the safety of the MOB against the experience of the helm and the sea conditions you are facing.*
- Speed should always be appropriate. High speed and waves can cause back injuries.
- Ensure wake is at minimum while passing moored boats, sailing boats, pontoons and fishermen.

Putting Safety Boats Away

- Run fresh water through the engine for several minutes to ensure all traces of salt water are flushed out of the cooling system. Before starting the engine ensure that it is in neutral and that all people are kept away from the area around the propeller whilst the engine is running.
- Removable fuel tanks to be removed from the boats and stored in the locked Petrol Store.
- External surfaces of the safety boats to be washed down with fresh water and the bilge pumped out on the Rib.
- For the Highfield Rib, isolate the electrical system (switch under seat) Inspect for any damage, particularly to the sponsons or the propeller and report as appropriate.

Document References

REFERENCE NUMBER	DOCUMENT TITLE	VERSION AND DATE

Document Control

Version History

Version	Description	Author	Date Created
d.01	1 st Draft	Steve Arthur	15 th October 2017
1.0	Issue	Steve Arthur	23 rd October 2017
1.1	Updated for review	Steve Arthur	15/05/2022
1.2	Reviewed, no changes needed. Version updated	Steve Arthur	22/04/2023

Approvers

Name	Role	Date