



# Royal Queensland Yacht Squadron

ELLIOTT HIRE POLICY

March

2020

# Elliott Hire Policy

The Royal Queensland Yacht Squadron (RQYS) is committed to providing opportunities for recreational sailing in the community, this is achieved by the private use of the Elliotts. This policy will outline the expected competency levels and requirements necessary to use an Elliott privately. It is important all policy outlines are followed to ensure the safety and wellbeing of yourself, and the security of these boats.

## 1. Competency

All Sailors wishing use an Elliott must meet certain competency requirements to be eligible for private use. These are the following:

- 1.1 Must have completed and successfully passed Start Crewing and Helming;
- 1.2 Must have completed and successfully passed Start Skippering
- 1.3 AND/OR be deemed competent by a fully qualified RQ Instructor, where you have demonstrated these competencies.

## 2. Conditions of Hire for an Elliott

All Sailors wishing to hire need to ensure the following conditions are met:

- 2.1 Minimum of people on board is 3 people up to maximum of 5 or minimum of 2 competent Sail our Boat Skippers plus up to 3 extra people aboard.
- 2.2 If wanting to take children on hire the minimum age is 8 years old and can swim 50 metres. In this circumstance you are required to have 2 adults plus child on hire;
- 2.3 If the weather is indicating wind over 15 knots and/or lightning evident, private hire will be cancelled;
- 2.4 As the hirer you are responsible for any non-members whilst they are visiting Royal Queensland Yacht Squadron;
- 2.5 If a skipper wishes to introduce a friend from outside the Squadron to the boat, the non-member needs to acquire a day pass and the first 3 sails are \$15.00 each. After 3 sails the person would need to become a Sailing Category Member and purchase the package to continue usage or after the three sails they can utilise a sail from another Sail our Boat Member.
- 2.6 If a skipper wishes to introduce a friend who is a Sailing Category Member, the friend will need to acquire a day pass and the first 3 sails are \$15.00 each. After 3 sails the person would need to purchase the package to continue usage or after the three sails they can utilise a sail from another Sail our Boat Member.
- 2.7 Each Sail our Boat member will use one of their sails to sail on the private hire.
- 2.8 Inclusion Zone for where the Elliott is permitted to be sailed is attached as Attachment A;

## 3. Requirements before Departing

Prior to departure of RQYS in a privately hired boat the following must be completed:

- 3.1 Must sign all appropriate paperwork at reception such as sign on and off sheet and any day passes for non-members;
- 3.2 Collect radio and safety bag from equipment room located at old marina building;
- 3.3 Must keep to booked timings arranged with the Sailing Academy due to other bookings;
- 3.4 Collect life jackets from Elliott Dock.
- 3.5 Rig up Elliott, ensure you have all the correct equipment (shackles, sails, emergency radio calls sheet, etc.).
- 3.6 Radio check to ensure radio is in working condition.

## 4. Requirements once Departed

Once having departed RQYS these requirements are necessary:

- 4.1 When leaving harbour Radio RQ91 with Elliott number and inform them that you are leaving the harbour with number of people on board;
- 4.2 Ensure enough time to return to RQYS at the set ETR.

## 5. Requirements upon Return

Upon return to RQYS the following must be completed prior leaving RQYS:

- 5.1 Returning to harbour radio RQ91 with Elliott number and inform them you have returned to harbour and with number of people on board;
- 5.2 Ensure fenders are placed between the vessels and dock;
- 5.3 Elliott is be washed down;
- 5.4 Elliott must be correctly de-rigged and pack away neatly;
- 5.5 Life Jackets returned to Elliott docks;
- 5.6 Radio and equipment bag returned to equipment room;
- 5.7 Sign off at reception with the receptionist;
- 5.8 Any equipment not packed away correctly, or at all will incur a labour fee.

## 6. Emergency situation

In the event of an emergency these are the steps necessary to take to ensure safety:

- 6.1 If safe to do so move perform a Heave-to OR drop anchor;
- 6.2 Situation dependant make either a general call to RQYS Base for low risk incidents or make the appropriate distress call as a according to the radio call card attached to the first aid kit;
- 6.3 If need be there are emergency supplies such as a first aid kit and LV sheet in the safety grab bag;
- 6.4 Once safely ashore, fill out an RQYS incident report and if necessary a marine incident report form.

## 7. Damage to Vessel

In the event that a privately owned vessel or the Elliott is damaged these are the necessary steps to take:

- 7.1 Situation dependant, if emergency make either a general call to RQYS Base for low risk damage or the appropriate distress call as according to the radio call card attached to the first aid kit;
- 7.2 Once safely ashore, fill out appropriate paper work.

## 8. Acknowledgement:

I \_\_\_\_\_ Member No: \_\_\_\_\_  
Acknowledge that I have read the terms of the above policy and agree to all stated above and any fees should I incur one.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Attachment One

Elliott 6 Hire Area

 Elliott Hire Zone

