

## UYA Guidelines for cruise leaders

Due to present day requirements for organizations such as ours to exercise “duty of care” the following has been prepared to assist cruise leaders.

For the particular cruise that the UYA member has accepted to lead the preparation can be tailored to be appropriate to the location , challenge etc. however it is recommended that the following issues be considered having in mind that cruising is for fun , but safe fun.

### **Prior to the cruise**

- Identifying any specific issues or necessary equipment that might be required.
- Specifying a source for obtaining appropriate charts or maps if considered necessary.
- Providing supplementary photocopied maps, even hand draw if thought necessary.
- Sending to participants prior to the cruise via mail or e-mail –  
The *Cruise participants preliminary briefing* document which will contain important information .

### **On the cruise**

- Arrange (without being overly regimental) for a daily briefing.
- Keep a record of boats and people on the cruise and those who join the cruise later.
- Keep a record of boats that have left the cruise temporarily or permanently.
- Note whether any boat has inadequate or no 27 meg radio.
- Clarify when your radio will be on and when others should be on.
- Try to respect and accommodate the varying interests and skills of participants.

Have fun.

UYA Committee

## **A guide for cruise leaders (v1).**

The UYA is mindful of the risks associated with sailing. It is conscious of the fact that the experience of those who may wish to cruise with us will vary. We as an association have a duty of care to skippers and crews to take reasonable steps to reduce the likelihood of injury. We can do this by taking steps to ensure that participants are adequately prepared for the cruise and have sufficient knowledge to make informed decisions as to whether they will participate.

We have set out what we see as the role of the cruise leader and that is generally to assist those participating. The process does not have to be overtly regimented and this sheet is intended as a guide. It may be appropriate to discuss issues with, for example, a new member outside of a formal briefing. It is desirable to include the crew in any briefing. It should not be assumed that all participants have the same level of equipment, experience or familiarity with the area to be cruised.

The cruise leader has the following broad role.

- As far as is possible develop a familiarity with the area to be cruised so that he or she is in a position to advise the participants on cruise preparation. This may include choice of charts/maps etc.
- Ensure that the participants understand the nature of the risks involved so that they are in a position to make a reasoned decision as to whether to participate in the cruise. This may be done in an informal manner.
- Ensure that regular briefings are held and that participant preparation and understanding is adequate. Provide assistance where appropriate. The cruise leader may wish to determine whether participants:
  - have charts/maps that are adequate for safe navigation.
  - know the weather forecast and how to get a local update.
  - have identified safe havens in case of bad weather.
  - have identified any hazards.
  - are aware of tides or currents if relevant.
  - understand radio schedules and frequencies.

The cruise leader needs to know which boats are on the cruise, which ones are leaving etc. The participants must understand that it is their obligation to ensure that the cruise leader can account for all boats on a cruise and that if a boat is not accounted for it may be reported missing.

The cruise leader should offer whatever assistance he can and in particular he should help to identify risks. In so doing he should ensure that any decision as to whether to proceed remains with individual skippers.