



Members Guide

HIGHCLIFFE SAILING CLUB

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HIGHCLIFFE SAILING CLUB

Your Sailing Club

Our mission is to foster a love and respect for the water and our beautiful area by the promotion of sailing and other watersports. We aim to create an inclusive and supportive community where individuals of all ages and skill levels can enjoy the thrill of being in the water. Through organised events, training programmes, a comprehensive sailing programme and social activities we encourage everyone to explore and appreciate the joys of dinghy sailing, kayaking, and paddleboarding.

Get Involved

We value volunteerism and community spirit, and we encourage all members to contribute their time and skills to make our club welcoming and vibrant. There are many ways that you can get involved and contributions large or small have a big impact.



HIGHCLIFFE SAILING CLUB

Off the Water

Our off-the-water activities range from fun days and BBQs in the summer to live music and social events throughout the year. We aim to have a full social calendar for members and deliver comprehensive training and interesting talks at our clubhouse for everyone. Please refer to the website for all details of what's coming up.

Join Us

We welcome all members to participate and contribute to our vibrant club life. Whether you're a seasoned sailor or just starting, there's a place for you here. Enjoy the camaraderie, the adventures, and the joy of being part of our sailing community.

Please don't hesitate to reach out to any of our committee members if you have questions or want to get more involved. Welcome aboard!



WebCollect

What is WebCollect ?

We use WebCollect to manage our members' subscriptions and events online. If you wish to access your account to check, amend your details, add new orders, renew membership, hire the club boats or book in for a social event then this is done via WebCollect.

How can I access my WebCollect Account?

There is a link on our website to <https://webcollect.org.uk/hsc/member-home> Once your Membership has been set up by the Club, you are an 'existing member' and your username is this email address, but you will need to 'Reset my password'. Please check that your details are correct when you sign in the first time and email membership@highcliffesailing.co.uk if there are any errors or any changes to be made. Please do not set yourself up with an account we will do it for you.

How do I hire a boat / kayak or book events on WebCollect?

The WebCollect home page displays all the options available to you as a member, just click on the item(s) you would like to book/pay for and then follow the on-screen instructions. Once the item is booked, WebCollect will then prompt you to choose payment method. You will have 4 options available, 'Online Direct Debit', 'Bank Transfer', 'Cheque' or 'Cash'. We kindly ask our members to select the option 'Online Direct Debit'. WebCollect will ask you to input your bank details into the system (you will only ever have to key in your details once), this will mean that all future booking payments will be taken directly from this account. This simple step makes our Treasurer's life infinitely easier and will complete your transaction in a couple of clicks.

I have booked a boat, what now?

Please refer to the Hire of Equipment page within the Members-only section of the website. Here you will find location details and lock codes. Please contact our Bosun on bosun@highcliffe.co.uk, if you need help rigging the boats. You can book in a convenient time with him and he can show you how to do this.

I have booked a kayak, what now?

Please refer to the Hire of Equipment page within the members-only section of the website for location details and lock codes. You will find the club kayaks on the racking by the Club, just unlock collect a paddle and off you go. Please remember to put everything back in the same place and lock securely when you are finished, Also remember to sign in to the book in the clubhouse entrance to let people know you have gone out. For assistance for first time hires and codes for the lockers / kayaks contact Dennis at paddlers@highcliffesailing.co.uk

Who do I speak to about a dinghy park space / kayak space/ lockers?

Please contact our dinghy park manager if you would like a space in the dinghy park, on the kayak racks or to have a locker. There is an annual charge, details are on our website, and they are subject to availability. Questions regarding the Dinghy Park such as boats in wrong spaces, access to is also handled by the dinghy park manager. Email address is boatparkadmin@highcliffesailing.co.uk

Members who have paid for a dinghy space are required to display a dinghy park sticker fixed to the transom of the boat. All members should tie their boats down securely to a ground chain to avoid wind and tide damage. Also ensure that you are insured for both accidental damage and 3rd party liability. The Dinghy Park policy and rules can be found on our Club Policies section of the club website.

KEY ACTIVITIES

SAILING - RACING

We run a full calendar of racing both in the harbour and out at sea and host Open meetings.

Racing takes place during evenings and weekends throughout the year, and you can participate either in your own boat or hire one of the club boats. The full racing schedule is available on the [Club Events diary](#) or by checking the [Upcoming Racing/Training on website](#)

If you would like to get involved in racing please see the Sailing / Racing section on our website [Racing at HSC](#) or contact manager@highcliffesailing.co.uk



KEY ACTIVITIES

SAILING - TRAINING

Ladies that Launch

The aim is to get more ladies on the water and there are two aspects to Ladies that Launch. The first is structured training sessions run each spring/summer, with both a beginner's group and an intermediate group to teach you the basics and get you on the water or improve your skills. Places are limited and details will be in the newsletters. The second is our WhatsApp group which you can join, the aim of which is to arrange more ad-hoc get-togethers for the ladies to get together on the water when the water and weather look right. For more information contact: Debbie at secretary@highcliffesailing.co.uk or go to our website. Sailing/Racing section to find the Ladies that Launch page

Blokes in Boats

In response to the overwhelming success of the Ladies sailing, we now run regular Saturday morning sessions for chaps only. These sessions are supported by a safety boat and are aimed at the novice/intermediate level with experienced sailors assisting with rigging, launching and learning basic sailing techniques. For more information contact manager@highcliffesailing.co.uk or see our website – Sailing/Racing section to find the blokes in boats page.



KEY ACTIVITIES

SAILING - TRAINING

SEALS

For our younger members there is The Seals - Highcliffe Sailing Club is the **PERFECT** place for young people to learn to sail. We have a fleet of ideal dinghies to learn in, particularly our RS Zests and, of course, the fabulous shallow waters of Christchurch harbour.

We set up the HSC Seals to get more young people out on the water. We want to see them building skills and friendships that we hope will stay with them for the rest of their lives.

For more information contact: Dave on seals@highcliffesailing.co.uk or go to our website – Sailing/Racing section to find the Seals page.



KEY ACTIVITIES

SAILING - SOCIAL

We have many “Social Sailing” sessions through the year taking place during the day and sometimes evenings. This is where you can just come and sail – the tides will be right and you can join other sailors from the Club. Club boats are available for hire on these days if you don’t have your own. This is not racing but a chance to get out in the harbour or sea with other members for some fun sailing. These sessions are not supported by safety boats, so a certain level of competency is required.

If you are keen to get into racing but are a little unsure, the Social Sailors have recently started running informal self timed racing up and down the river on Social Sailing mornings. All levels of racing ability are invited to join.

For more information contact :
manager@highcliffesailing.co.uk

Check out the [Club Events diary](#) or go to the [Sailing/Racing](#) section of the website for the latest details.



KEY ACTIVITIES - KAYAK & PADDLEBOARDING



We are home to “The Paddlers” kayak and SUP group. There are organised trips to explore the whole of the harbour, Hengistbury Head and the River Avon and Stour. For social paddling we plan picnics, day trips and sunset paddles. The social paddling element has become very popular with many of the club kayakers and SUPs turning out together then adjourning to the clubhouse after an exhilarating paddle !



Please feel free to join the ‘Paddlers WhatsApp Group ‘ where you can receive updates and find out more about what’s going on – email paddlers@highcliffesailing.co.uk with your mobile number to be added to the group

There is a basic safety briefing note on the club notice board - please read this before you venture out on the water, it’s also a useful reminder of things to be aware of when paddling.

Training courses are also run from time to time so look out on the Newsletter, website or WhatsApp for information.

We have limited kayak storage space for our members, please ask for details if you require a space to manager@highcliffesailing.co.uk

For more information contact Dennis Stephens – Watersports Co-Ordinator on paddlers@highcliffesailing.co.uk or check out [The Paddlers](#) section on the website.



CLUB EQUIPMENT FOR HIRE

We have a whole fleet of club boats available for members to hire. You can book these on the website using [WebCollect](#) . This takes you to a calendar and prices are clearly shown. You can book boats to take out any time or to join in social sailing or racing.

If you cannot see the boat you want on a particular day then this could be that the club are using them for training and have booked them out.

We also have 4 club kayaks that are available to book on [WebCollect](#). All details needed to access the kayaks are on [WebCollect](#). You will find the club kayaks on the racking by the Club, just unlock collect a paddle and off you go. Please remember to put everything back in the same place and lock securely when you are finished, Also remember to sign in to the book in the clubhouse entrance to let people know you have gone out. For assistance for first time hires and codes for the lockers / kayaks contact Dennis at paddlers@highcliffesailing.co.uk

If you need assistance with rigging the club boats, please contact David (details below) to arrange a time to show you the ropes.

We have several buoyancy aids available for club members which are kept in the changing rooms so you can help yourself or you can of course bring your own.

For more information contact : David at bosun@highcliffesailing.co.uk



Equipment Hire

Kayak Hire



The club has 3 single kayaks £5.00 hire fee and 1 double Kayak £7.50 hire fee.

The hire kayaks are located on the kayak rack facing the club in the dinghy park.

Padlock code 2002 / Paddle Store 2002

Bin Store C3479 (location of the paddle Store)

Dinghy Hire



The club has a fleet of hire boats.

- 6 Zests
- 3 Lasers
- 1 Topper
- 1 Hartley 15

Please see dinghy park map for the location of the hire boats.
Boat Lock Codes : 3698

Zest, Topper, Laser - £10.00 daily hire fee
Hartley - £15 daily hire fee

Equipment Hire – Dinghy Park Map



WHAT KIND OF EQUIPMENT WILL I NEED TO GET STARTED

As per the previous information we have club boats and kayaks for hire, we also have a limited number of buoyancy aids available for you to use but we recommend that you buy or borrow certain things to get you going on the water. If you need advice please speak to any of the sailing team / paddlers to see what you should buy, but much of the list below can be bought relatively cheaply.

Necessary :

- Shoes – Wetsuit shoes or boots for all activity
- Bouyancy Aid – There are some club ones available in the changing rooms but they may not fit and at busy times there may not be enough (these are a must for club equipment hire)
- Sailing gloves – these are very handy for sailing to prevent blisters but also to keep your hands warm
- Wet Suit – In our climate this will be used for a large part of the year if not all
- Smock / windbreaker – to go over your wetsuit or clothing, it gets cold on the water and this will be an extra layer to keep you warm
- Hat – Always handy to keep your head warm
- Sun tan lotion and sunglasses – for use all year round as it is very easy to burn on the water

Optional :

- Helmets – If you wish you can wear a helmet for sailing if you are concerned about hitting your head
- Thermals – should you decide to keep going in the winter you will need these



SOCIAL ACTIVITIES

We hold as many social activities as we can on our sun terrace and lower and upper balconies. In summer we enjoy frequent BBQ's, and throughout the year our Events Team organise quiz nights/food themed nights / live music events / to name a few. We also host event days including our annual Funday and are proud to participate in local community events such as the RNLI Funday and Blue Light event.

Our new balcony with a sun terrace provides a stunning location for organised social events, informal sunset drinks and watching our annual firework display. We aim to keep the Club buzzing all year round and so, when the weather is more inclement, we invite members to Winter Talks from guest speakers and to our regular in-house training sessions.

We are always looking for new ideas and members to help run more social events, so don't be shy in coming forward to help!

Details of events are always communicated on the All Members WhatsApp group and the Website. Anything that requires booking will be done through [WebCollect](#) on our website. For more information contact Clare at events@highcliffesailing.co.uk



HOW YOU CAN FIND OUT WHAT'S HAPPENING

Website : Packed with all the information you need about the Club – Check out the **Whats On** button on the home page for upcoming events. We also have a **Club Events Diary** which you can download to your phone, plus a button taking you to **WebCollect** (top right corner) where you can hire equipment or book and pay for any special social events. You can also find our Policies such as Safeguarding under “Club Documentation”

There is a wealth of information on the website so take a moment to look around. The website is your portal to everything going on at the club.

Newsletter : The newsletter is published twice a year and is emailed to you as members, as well as a copy on the website. If you have a family membership this will be the main/lead members' email address.

WhatsApp : There is an ‘information only’ WhatsApp group that we ask all members to join. Each Sunday a weekly update is sent informing you whats on for the week ahead. This is where we post info on impromptu BBQs, sails, paddles & changes to programmes or important Club information. Please use this QR code to link up to the group.



There are also several other groups that you can join to keep in the loop: Paddlers /Ladies that Launch / Sailing / Seals / Blokes in boats – please email manager@Highcliffsailing.co.uk if you would like to join any of them.



HOW YOU CAN HELP

We are always looking for more members to participate and help organise both water sports and social events. Don't forget, this club is run by members, and we need everyone to come together and volunteer to make things work – the club won't run itself !

There are plenty of opportunities to get involved. Your help big or small makes a large impact on the club.

We always need people on our various Teams. This is a chance for you to get involved and help the Committee run all the activities. You will see from the following pages that you can get involved in anything from sailing to training and of course social activities. The best way to run our club is to include a wide range of member skill sets on each Team, that way we can capitalise on ideas and enthusiasm and make sure the club is run by Members for Members.

So please get in contact with the appropriate people (all contact details are at the back) and help us make this the club that you want it to be ! If you are not sure what you can help with email manager@highcliffesailing.co.uk and we can talk to you about what might work for you depending on your interests and skills.

HOW YOU CAN HELP - SOCIAL ACTIVITIES



Helping out at the club.

There are many different ways you can help with the events that run throughout the the year.

Behind every successful event is is a team of volunteers filling the roles that are needed. These can vary from bar, galley, planning, co-ordinating and many more.

To get involved please email events@highcliffesailing.co.uk



HOW YOU CAN HELP - DUTY MAN

At HSC we use Duty Man - a software that enables volunteers to sign up for bar and racing duties.

Everything you need to know about how to volunteer for club duties can be found on the Volunteering page of the website. There is an instructional video and user guide to help. However, if there are any problems or if you need further information please contact manager@highcliffesailing.co.uk.



HOW YOU CAN HELP -SAILING

There are several roles needed on race days, particularly when we are racing out at sea when we need two boats on the water. During Harbour races the Race Officer (RO) and Assistant Race Officer (ARO) are shore based on the club balcony, however on sea race days we have two boats at sea and the RO and ARO are on the water alongside the Safety Boat. As per below various levels of experience are required but full training can be given in order for you to get involved and help out. You will need your RYA PB2 qualification (or equivalent) to take the helm of our RIBs.

Race Officer (RO)

To volunteer for being Race Officer you need to be happy setting a course, running a start sequence and taking race times. Don't forget to bring your kit if the race is out to sea.

You can sign up for duties using Duty Man.

Assistant Race Officer (ARO)

To volunteer for being Assistant Race Officer you need to be happy to assist the RO, checking sign on sheet, hoisting flags and taking times. Ideal role for someone keen to learn. Don't forget to bring your kit if the race is out to sea.

You can sign up for duties using Duty Man

Safety Boat Helm (SB Helm)

To volunteer for being SB Helm you should be able helm a RIB, be happy to lift and lay marks and assist sailors on the water whenever necessary.

You can sign up for duties using Duty Man.

Safety Boat Crew (SB Crew)

To volunteer for being SB Crew you should be able to support helm (occasionally driving if needed), lift and lay marks, assist sailors on the water whenever necessary.

You can sign up for duties using Duty Man.

Fleet Maintenance

Join the team maintaining the Ribs and Dinghy's throughout the year. There is nothing too technical as skilled engineering tasks are carried out by local experts. Contact David Holter for more information. : Bosun@highcliffesailing.co.uk

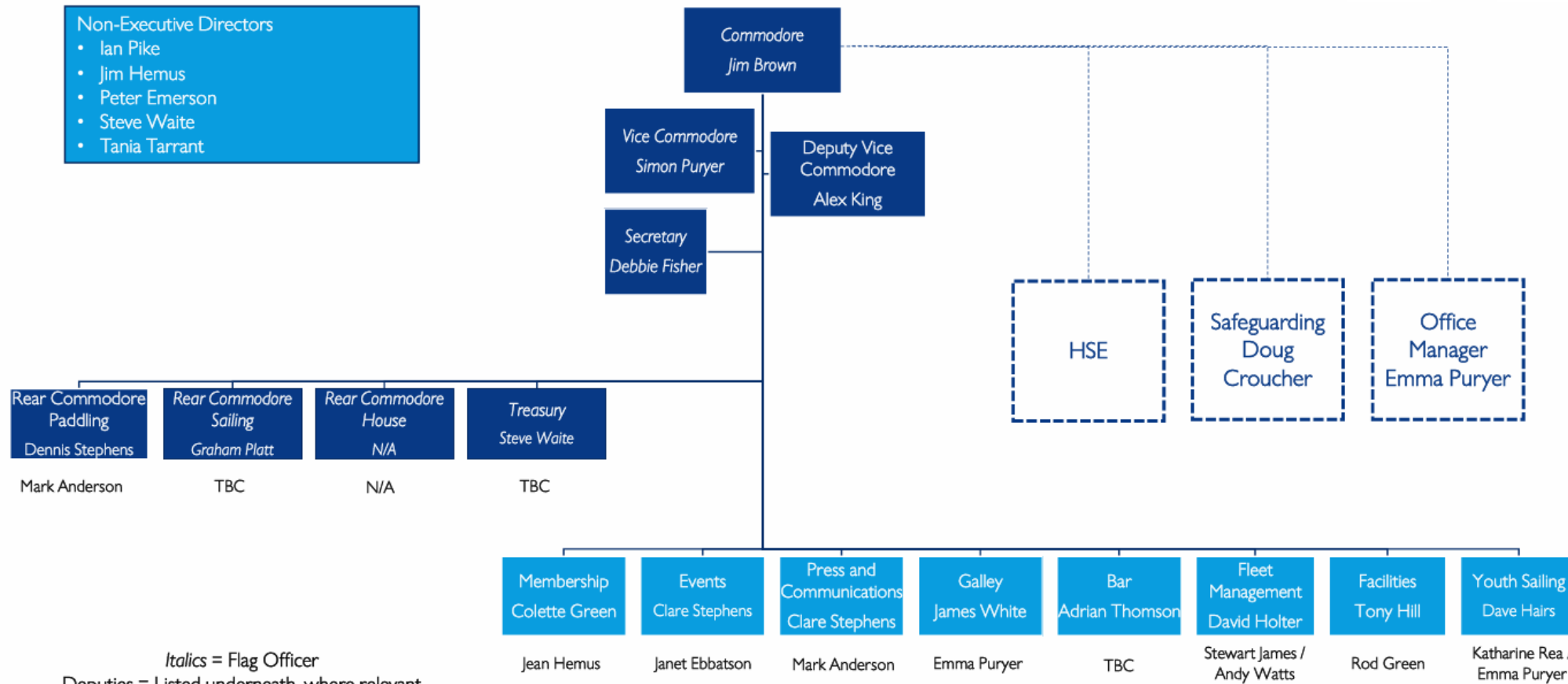
Who's Who

CLUB MANAGEMENT TEAM



Non-Executive Directors

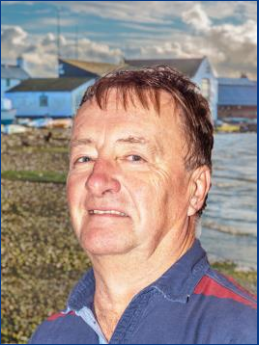
- Ian Pike
- Jim Hemus
- Peter Emerson
- Steve Waite
- Tania Tarrant



Italics = Flag Officer

Deputies = Listed underneath, where relevant

Who's Who Leadership Team



Jim Brown
Commodore



Simon Puryer
Vice Commodore



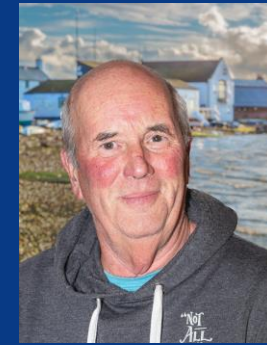
Alex King Deputy
Vice Commodore



Debbie Fisher
Secretary



Steve Waite
Treasurer



Ian Pike
Dinghy Park Manager



Jim Hemus
Non-Executive Director



Graham Platt
Rear Commodore
Sailing



Dennis Stephens
Rear Commodore
Paddling



Tania Tarrant
Non-Executive
Director

FAQ'S

How can New Members join?

Please email manager@highcliffesailing.co.uk or membership@highcliffesailing.co.uk If you are interested in joining the club. We will arrange a mutually convenient time for you to visit the club to see what the club has to offer and to make sure it is the club for you.

How much is membership?

Current Membership rates are on the [membership page](#) of the website. The Membership year runs from the 1st October to 30th September. Renewal of membership, dinghy park spaces, and kayak spaces are due 1st October irrespective of when you joined the club.

How will I know there is an event happening at the club?

Check out the website. The website is always up to date and has the club calendar for all events. The All Members whats app group posts weekly updates of events , so be sure to sign up using the QR code, which can be found on the notice board at the club.

How do I sign up for the Club Newsletter

All new members are added to our mailer list to receive the newsletter. If you find you are missing out on this newsletter please contact manager@highcliffesailing.co.uk. You might need to add highcliffesailing.co.uk to your trusted list to prevent the bulk mail being marked as spam/junk.

What Whatsapp groups are there and how do I get on them?

Use the Contact list at the end of this pack to speak to whoever is in charge of the various groups, for example for Paddlers contact paddlers@highcliffesailing.co.uk

How can I sign up for duties?

By contacting manager@highcliffesailing.co.uk you can be put into contact with the correct person for the area you are interested in in. For example bar duties or race duties.

FAQ'S

When is the Clubhouse Open ?

The club is open daily between 6am – 12pm.

Our club opening times are designed to provide ample opportunity for you to enjoy your time on the water. Please be reminded that the club is locked and alarmed remotely for security purposes. We kindly ask all members to vacate the premises with enough time to clear up and tidy away before the automatic alarm sets.

When is the Bar open?

The bar is open when events and races are happening at the club. The bar is also open every 1st Friday of the month. Weekly updates will be sent via the All members whatsapp group,

Last orders at the bar is 10.30pm. The bar closes at 10.45pm.

How do I gain access to the club

The main front door gives access to the lobby and changing rooms and entry controlled via a keypad. The four-digit code is 1793. For club security please do not advertise this number to non-members or on social media. Please do not prop the front door open and leave it unattended. If you are the last person to leave the premises please ensure all windows and doors are closed. This will ensure that the alarm sets correctly.

Is there Wi-Fi at the club

There is free Wi-Fi available in the Club House. The password is ilovesailing

Can I bring Friends or Family to the Club

Visitors are welcome and may be brought into the club by any member (except by Junior members) No person shall be introduced as a visitor more than four times in any one year. On entering the club premises the name of the visitor/visitors together with the name of the member by whom introduced shall be written in the Visitors' book provided for that purpose. You may take a guest out with you when you hire a boat but this is also limited to four times in any one year.

Can I park at the Club.

Members are free to use one of the three club spaces marked HSC on a first come first served basis. Members need to display a club car sticker to avoid receiving a parking ticket from BCP council. You can collect a parking sticker form the manager at the club.

If you are volunteering for duty at the club, we have 5 parking permits issued on a first come first served basis. These can be found in the reception area. Please fill in the form found in the file. The parking permits should be then displayed in your car and returned after use.

Does BCP Council offer special car park rates for club members.

No. There is a BCP season ticket which can be used in all Christchurch Car Parks, please visit the BCP Council website for details.

Is there on street parking

Not at the club, drop off your gear at the club and park in Peregrine Road BH23 4BN.

Or can I leave my bike

There are lockup rings for bikes around the Rib Shed.

Can I bring my dog to the Club

No animals shall be brought into or allowed to be on the club premises.

FAQ'S

How can I find out about volunteering and what I might be able to get involved in?

Email manager@highcliffesailing.co.uk and someone will come back to you to discuss what time you have to offer and what kind of thing interests you to see how you might be able to help the club

Where can I find Club Policy & Rules?

These are on our website under 'Club' then 'Club Documentation'

Do I need to let people know I am going out on the water.

Yes, there is a Watersports Diary found in reception. Please ensure you fill this in before you head out on to the water.

Feedback, suggestions, and complaints. ?

Please email feedback, suggestion, and complaints manager@highcliffesailing.co.uk

CONTACTS

Sailing – Email : sailsec@highcliffesailing.co.uk

Sailing - WhatsApp : [manager@highcliffesailing.co.uk](https://www.whatsapp.com/business/profile/manager@highcliffesailing.co.uk)

Paddlers – Email : paddlers@highcliffesailing.co.uk

Paddlers - WhatsApp : [paddlers@highcliffesailing.co.uk](https://www.whatsapp.com/business/profile/paddlers@highcliffesailing.co.uk)

Ladies That Launch – Email : secretary@highcliffesailing.co.uk

Ladies That Launch - WhatsApp : [secretary@highcliffesailing.co.uk](https://www.whatsapp.com/business/profile/secretary@highcliffesailing.co.uk)

Blokes in Boats manager@highcliffesailing.co.uk

Seals – seals@highcliffesailing.co.uk

Dinghy Park – Boatparkadmin@highcliffesailing.co.uk or
office@highcliffesailing.co.uk

Memberships : membership@highcliffesailing.co.uk or
manager@highcliffesailing.co.uk

Events : Events@highcliffesailing.co.uk

Secretary / CCTV : secretary@highcliffesailing.co.uk

Press / Website : press@highcliffesailing.co.uk

Bosun - bosun@highcliffesailing.co.uk

Safeguarding – welfare@highcliffesailing.co.uk

Volunteering – manager@highcliffesailing.co.uk

**Club Address – Sea Vixen, Mundeford Quay, Christchurch, Dorset,
BH23 4AB**

Website - www.highcliffesailing.co.uk

