

Information for Voyage Crew



JUBILEE SAILING TRUST
changing lives



www.jst.org.uk

Welcome

Welcome to your voyage of adventure on board LORD NELSON or TENACIOUS. This booklet will help you enjoy this unique and challenging sailing experience and should be read by all voyage crew before joining the ship.



Working as part of a watch you will participate in all aspects of crewing LORD NELSON or TENACIOUS from setting sails to washing dishes, from helming the ship to keeping watch at night. Remember you come at your own risk and that any physical work you undertake should be within your own normal capabilities.

“The tall ships experience provides a wonderful, friendly and life enhancing opportunity for people of all physical abilities to work together on board our ships, gain self-confidence, push individual boundaries and be valued for what one can do, not what one can’t.”

Ian Shuttleworth – Trustee and wheelchair user

Have a wonderful voyage and we look forward to welcoming you on board!

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Please keep personal gear to a minimum as there is very limited stowage space.

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What to Bring

Paperwork

- **Passport** (Even voyages with UK departure and arrival ports usually call into at least one foreign port during a voyage)
- Joining Instructions from JST Head Office (please leave a copy with your next of kin)
- Insurance Policy
- Your return air ticket if you are joining or leaving the ship outside the UK. (Antigua will not allow you into the country without an air ticket out or proof of your means of departure. Your joining instructions are your proof.)
- RYA Log book (if you have one)
- Duke of Edinburgh Record Book, if you are taking part at the Gold Award level only.

Medicines

- Please bring sufficient for the voyage and your journey. If you are flying to join the ship we suggest you pack your medicines in your hand baggage – but please check current airport security regulations.

Earplugs/Eye mask

- If you think your sleep might be disturbed by the noise of the generator engine or lights.

Spectacles/ Sunglasses

- With a cord to keep them safe

Toiletries

Enough for the whole voyage.

- High factor sun cream
- Mosquito repellent.
- There are 240v sockets for razors and hairdryers

Towels

- You will need to bring your own towels (including one for swimming if you plan to swim)

Shoes

- Soft soled shoes – deck shoes or trainers. In warm weather, sandals are fine, but not flip-flops. If you have your own oilskins and sea boots bring them along!

What to Bring

Gloves

- You will be handling ropes so sailing or other non-slip gloves will be useful.

Water Bottles

- It is useful but not essential to bring a water bottle with you especially on trips in warm climates in order to keep hydrated.

Medical Supplies and aids.

You must bring enough to last the duration of your voyage

Money

- Sterling – to use in the bar for drinks, crisps, chocolate and to buy souvenirs in the shop (including JST clothing etc.)
- UK Voyages usually call into a European port so you will need Euros
- Canary Island Voyages – Euros
- Caribbean Voyages – US\$, East Caribbean \$ and Euros (many of the Caribbean Islands are French)
- For countries outside the EU – local currency
- On leaving the Caribbean you may be charged \$50EC departure tax at the airport.
- On board we only accept Visa and Mastercard Credit Cards although we would prefer cheques (sterling only)
- We DO NOT accept: debit cards, Solo or Maestro on board

Supplied on the ship

- All bedding
- Heavy duty wet weather gear and boots
- Harnesses

DO NOT BRING

- Valuables – we do not have any lockable spaces on board.
- Suitcases or rigid bags – your personal possessions must be brought in soft bags for ease of stowing.

CLOTHING

It can be noticeably cooler at sea than on land, especially at night. So come prepared. Also, please bring enough clothing for the duration of the voyage as we are not able to do personal washing for you, except on ocean passage voyages and voyages of 2 weeks or more.

UK AND EUROPE SUMMER VOYAGES/ CANARIES

Fleece/warm sweater, sweat shirts, warm hat

Jeans/Trousers (+a pair for mess duty)

Shorts, T Shirts

Shower proof jacket/sailing jacket

Sun Hat, Sun Screen

Swimming costume

What to Bring

You may want to bring some warmer clothes in early/late season

CARIBBEAN VOYAGES

Thin fleece/light sweater

Shorts, T Shirts, Tops

Sun hat

Thin trousers and long sleeve shirts/blouses (in case of sunburn)

Long trousers plus closed front shoes for mess duty

Swimming costume

High factor sun screen, mosquito repellent

Thin shower proof jacket

On voyages from the Canary Islands to the Caribbean, you may require a few items of warmer clothing at the start.

PASSAGE VOYAGES (e.g. UK-CANARIES, CANARIES-UK, BERMUDA-UK)

These voyages are in the spring and autumn so the weather can be cold.

Fleece/warm sweaters

Sweatshirts/light sweaters

Jeans, Trousers (you will need long trousers for mess duty)

Warm hat, scarf, gloves

Long Johns, vests, T shirts

Socks

Warm shower proof jacket/sailing jacket

Remember that several thinner layers are warmer than one thick one!

LONG SEA VOYAGES

Weather and general conditions in the Southern Ocean can be notoriously rough, wet and challenging

PLEASE NOTE

EMAIL FACILITIES ON BOARD FOR OCEAN PASSAGES ONLY

The ships have recently been fitted with a satellite email system so you will be able to keep in touch with loved ones back home whilst on ocean passage voyages, e.g. Sail the World passage voyages, Canaries-UK. Please note you will have to use a different email address and will be unable to access your home accounts so bring important email addresses with you. There is a charge for this facility and it is not suitable for large files.

Please note this service is only available on ocean passage voyages.

Life On Board

THE SHIP'S COMPANY:

At the start of the voyage you will be briefed by the Permanent Crew on all aspects of life on board, including fire and safety precautions, man overboard procedures and general routine as well as sailing and seamanship matters. You will be assigned a Watchleader who is responsible for organising the duties of your watch and who will help and guide you through them.

The ship's company comprises

Permanent Crew

Captain	In command
Mate	In charge of running the ship
2 nd Mate	In charge of navigation
Bosun	In charge of rigging and maintenance
Chief Engineer	In charge of all machinery
2 nd Engineer	Assists the Chief Engineer
Medical Purser	In charge of below decks and medical matters
Cook	In charge of catering and cooking

Bosun's Mates / Cook's Assistants who assist the Permanent crew

40 Voyage Crew (this is you)

The voyage crew includes 4 watchleaders and a doctor (whenever possible).
20 members of the voyage crew may be physically disabled and 8 may be wheelchair users.

FACILITIES ON BOARD:

LORD NELSON and TENACIOUS have many facilities to enable physically disabled crew to work alongside their able-bodied shipmates, without taking away the element of challenge.

Specific built-in features include:

- Wide, flat decks with lifts between them.
- Fully adjustable helmsman's seat, which is fitted with a seat belt.
- For visually impaired voyage crew:
 - An audio compass
 - A guidance track around most of the upper deck to keep you central
 - Arrows on most handrails pointing to the bow
 - Tactile strips at the tops of companionways (stairs) and bright coloured edging
 - Bright track radar screen.
- For deaf and hearing impaired voyage crew:
 - Berths are fitted with vibrator pads connected to the alarm bells and alarm lights circuit.
 - Both ships are fitted with induction loops.

ACCOMMODATION

Tenacious



Lord Nelson



Below decks there are bunks in the fo'c'sle for the majority of the crew, as shown in the photos, and eight cabins amidships for wheelchair users and their buddies. Bathrooms on board have specifically designed toilets and showers for those with more severe disabilities.

The vessels are fitted with a messroom, fully equipped galley, workshop, library and well-stocked bar.

WATCHES

To keep LORD NELSON and TENACIOUS manned 24 hours a day, voyage crew are divided into four watches called Forward Port (FP), Forward Starboard (FS), Aft Port (AP) and Aft Starboard (AS). The Mate will explain the watchkeeping system and the ship's routine. Watchkeeping means steering, keeping lookout, handling sails etc. under the supervision of your Watchleader and one of the ship's Permanent Crew. When you are not "on watch" you may be asked to help the watch on deck with setting and trimming sails.

Each watch ideally comprises 10 people:

One Watchleader

Someone who has previously sailed on board LORD NELSON or TENACIOUS and has been recommended by the permanent crew for this role.

Voyage Crew

Up to 9 people of all ages and physical abilities.

Life On Board

DAILY ROUTINE

On arrival at the ship you will be given a watch card with the times of your watches. For example if you are in Forward Port your watch card will look like:

Fwd Port	Middle Midnight to 0400	Morning 4am to 8am	Fore- noon 8am to 12.30pm	After- noon 12.30pm to 4 pm	First Dog 4pm to 6pm	Last Dog 6pm to 8pm	First 8 pm to Midnight
Day 1							
Day 2							
Day 3							
Day 4							
Day 5							
Day 6							
Day 7							
Day 8							
Day 9							
Day10							

One hour is set aside each morning for all voyage crew to help clean the ship (called “Happy Hour”). One member of each watch is also on mess duty, in rotation, for a 24 hour period. This involves helping the cook to prepare, serve and clear up after meals. Messmen are excused watchkeeping. Usually there is a quiet time after lunch.

There may be opportunities for trips ashore when the ships are in port!

If you ever have any problems during the voyage please speak to the Permanent Crew straight away - don't leave it until you get home!



The Buddy System

SAILING ON EQUAL TERMS

LORD NELSON and TENACIOUS have been designed and built to enable people of all physical abilities to sail the ship on as near equal terms as possible.

On board the LORD NELSON and TENACIOUS is a 'buddy system'. People are buddied up, usually in able-bodied/physically disabled pairs, to give help and assistance as and when needed. The system, which is a two way process, has been in operation since the JST's first voyage and epitomises the ethos of the JST. It has led to many enduring friendships contributing to the voyage crew's enjoyment of the voyage. The permanent crew decide the pairings shortly before sailing.



Remember that a helping hand must be offered if a crew member's safety is at risk, especially on deck in rough weather.

If you are used to working with disabled people you will take this in your stride. If you are not, there is one simple rule – help if you are asked to, but don't do someone else's job because you think they can't do it.

The following guidelines provide a few helpful tips for both buddies as buddying is very much a 'joint venture', relying on goodwill and co-operation. Help is always at hand - you can contact the JST office for advice before the voyage, or, on board, talk to people who have sailed before or to the Medical Purser.

WHEN YOU ARRIVE ON BOARD:

- Introduce yourself to your Buddy as soon as possible on joining the ship.
- Ask your buddy what help they may need. Our experience is that people with disabilities know their capabilities and are very keen to do as much as possible themselves.
- Your buddy may need help stowing their gear, making up their bunk and rigging up their lee cloth (the lee cloth stops you falling out of your bunk when the ship rolls).
- As the voyage progresses you will work out a routine that suits you both but please be aware that at sea and in inclement weather, ships do perform antics which may be unfamiliar!

The Buddy System

CREW WHO USE WHEELCHAIRS

Show your buddy how your wheelchair works.

It is important that as a wheelchair user you are secure in your wheelchair at all times, and when necessary, it is secured to the deck on special fixing points – you and your buddy will be shown how to do this.

If you require help in moving around the ship or on the gangway, please ask your buddy. Ask your Watchleader or a member of the Permanent Crew if in any doubt, especially if the gangway is steep.

Be aware of the dangers posed by the open areas on deck in poor weather. A sudden roll can send someone in a wheelchair rolling across the deck and could hurt them, or others they run into!

Don't hesitate to ask others for help when the ship is heeling or tending to roll.

VISUALLY IMPAIRED CREW

If required tour the ship together, pointing out the special features on board and any potential hazards, and indicate key areas of the ship e.g. companion ways, heads, muster station, bridge etc.

Both ships have information in Braille on board for those who read it.

HEARING IMPAIRED CREW

Ask the Watchleader and Permanent Crew to point out the special features on the ship for people with hearing impairments.

NIGHT WATCHES

If you are a first time voyager you may be surprised how cold night watches can be – it is essential that everyone puts on extra clothing before going on watch. Everyone, and especially people with limited mobility, need to be well protected against the elements; there are special 'cozy toes' on board for wheelchair users.

GOING ALOFT

With suitable help and supervision, everyone is encouraged, but not compelled, to go aloft, other than in a few special cases. It is an unforgettable experience!

PEOPLE WITH SEVERE DISABILITIES

Severely disabled people will come with their own buddy, someone who knows them, is used to caring for them and is familiar with their needs.



RULES AND ADVICE FOR YOUR SAFETY AND COMFORT

LORD NELSON and TENACIOUS are designed with very high standards of built-in safety and are required by law to carry life rafts for at least twice as many people as are normally on board. At the start of and during the voyage there will be emergency drills conducted under supervision of the permanent crew.

SAFETY HARNESES

Every crew member is issued with a safety harness, which must be worn at all times when on deck at sea. Crew can then hook on to upper deck lifelines in rough weather. A full body harness is provided for crew members working aloft. You will be shown how to use it at the start of the voyage and it **must** be used at all times when going aloft.

WHEELCHAIR USERS

Wheelchair users are buddied with an able-bodied crew member to provide help as and when necessary. Your wheelchair **must** be fitted with **effective** brakes which can cope with a sloping deck. Please ensure that your tyres are pumped up hard.

Under certain sea conditions, determined by the Captain or Officer of the Watch, wheelchairs should be fixed to special deck securing points (called Unwin fixing points) and their occupants wear seat belts. Please note that we do **not** take electric wheelchairs on board nor wheelchairs wider than 66.5cm - they will not fit.

In order to facilitate easy transfers in an emergency, wheelchair users must use the Transit Seats provided on board at all times.

Rules and Advice

GOING ALOFT

Voyage crew may only go aloft under the supervision of the Permanent Crew, or Bosun's Mates.

Diabetic crew: Both diet controlled and insulin controlled diabetics may be able to go aloft at the discretion of the Medical Purser and Safety Officer. Going and working aloft is subject to certain conditions which will be explained on board. As everyone responds differently to their medication, everyone will be treated on an individual case by case basis.



Epileptic crew may go aloft under the same conditions as diabetic crew, *but must show a current driving licence.*



SMOKING

For safety reasons and out of consideration for everyone, smoking is only allowed on the upper decks, on the leeward, downwind side.

Rules and Advice

SEASICKNESS AND COLD

These two things have a major effect on your judgement and can affect any one regardless of ability. It is usually colder at sea than you think – especially whilst on watch on the bridge.

Seasickness usually settles after 24 hours. The following remedies are available without prescription. There are two main types.

Antihistamine

- | | |
|--------------------|--|
| Sea-Legs | These are the least sedative.
<i>Start taking them the night before sailing.</i> |
| Stugeron TM | Mildly sedative.
<i>Start taking them four hours before sailing</i> |
| Avomine | Sedative.
<i>Start taking them the night before sailing</i> |
| Phenergan | Sedative.
<i>Start taking them the night before sailing.</i> |

Anticholinergic

These should be avoided if you have glaucoma or difficulty with bladder emptying.

- | | |
|--------------------------|--|
| Kwells | <i>Can be taken half an hour before sailing</i> |
| Boots Travel Calm | <i>Can be taken half an hour before sailing</i> |
| Joy Rides | <i>Can be taken half an hour before sailing</i> |

If you know you get seasick or feel unwell, please ask for help, keep warm, keep busy and get plenty of sleep when you can.

Please notify the Medical Purser if you are taking other drugs as seasickness may reduce their effectiveness.

Rules and Advice

INSURANCE

It is the responsibility of each member of the voyage crew to ensure that they have sufficient cover for their needs.

You must be covered for Tall Ship Sailing outside coastal waters.

Please let the office have the details of your insurance policy before you sail.

You must bring a copy of your policy with you for your voyage.

You will not be able to sail if you do not have adequate Insurance.

SECURITY ON BOARD

The Jubilee Sailing Trust's vessels have to comply with the International Maritime Organisation's security code and these regulations include:

Random searches of persons and their effects on boarding the ship and when entering or leaving ports.

Certain items may not be brought on board JST vessels, including but not limited to:

- any goods of an explosive, flammable or dangerous nature
- firearms of any type or replicas
- knives with the exception of a small rigging/pocket knife with a blade less than 4 inches (100 mm) in length.
- Any other form of weapon.

Access on or off the vessel may be restricted at certain times in accordance with UK Government advice and instructions.

Identification will need to be carried to enter ports. You will be issued with a watch card on arrival. This will need to be carried (along with some form of photo ID) to gain entry to ports to prove that you are part of our vessel's crew.

Nautical Information

LORD NELSON and TENACIOUS have a traditional square rig, but most of the sails are modern, easy to handle and are the roller-furling type.

Nautical Terms – Glossary

This glossary of some nautical terms is intended to give first time voyagers and those who have no previous sailing experience an introduction to some of the nautical terms that will be heard on your voyage. We hope that having some familiarity with these nautical terms will contribute to the enjoyment of your voyage.

Nautical Term	Explanation
Aft	Back of ship
Barque	Three masted sailing ship with square sails on fore and main masts and fore and aft sails on mizzen mast
Belay	To secure a rope to a belaying pin.
Belaying pins	Steel bars that ropes are secured to
Below	Anywhere inside the ship
Bow	Front of ship
Bowsprit	Extension to bow/front of ship for holding rigging
Brace	Ropes attached to end of yard (yard arms) used to alter angle of the yards and sails in order to catch the wind.
Bridge	Area outside where ship is steered.
Buntlines	Ropes attached to the bottom of a square sail and used to pull the sail up to the yard when furling square sails.
Capstan	Machinery for raising and lowering the anchor on Tenacious.
Clew	Bottom corner of a square sail
Clewlines	Ropes attached to the bottom corner of square sails and used to pull the clew up to the yard when no longer required.
Come up	Drop the rope
Companion Ways	Stairs and corridors
Crosstrees	Upper platform on mast

Nautical Information

Flake	Method of laying out rope on deck so that it doesn't get tangled.
Fo'csle	Accommodation area in front of ship
Foot ropes	Ropes under the yards to stand on when working aloft.
Fore and aft sail	Sails set along centreline of the ship (see fore and aft sails diagram p.19&20)
Furling	Rolling or bunching up sail so it can't catch the wind.
Furling lines	Ropes used to control roller furling sails.
Galley	Ship's kitchen
Gangway	Bridge between ship and shore
Gaskets	Short lengths of rope used to tie up sail once 'harbour stowed'.
Halyard	The rope used to haul sails or yards up
Harbour stow	Tidy method of rolling the sail to protect it from weather whilst in port.
Heads	Toilets
Helm	Steering wheel
Lee cloth	Stops you falling out of your bunk when the ship rolls
Lift	A rope supporting the end of the yard
Make fast	Belay or tie a rope
Make-up	To coil and stow a rope
Mast	Upright pole that holds up the sails. 3 on each of our ships: the fore mast at the front; main mast in the middle and mizzen mast at the back
Masthead	Top of mast
Mess	Eating and social area
Muster Station	Emergency gathering point
On deck	Anywhere outside
Port	Left side of ship (when facing forwards) NB port lights are red (Aide Memoire – pass any red port to the left!)
Ratlines	Wooden bars or ropes making a ladder up the rigging.

Nautical Information

Rigging (running)	Controls sails
Rigging (standing)	Holds masts up
Roller furling sails	Sails that are set and furled by rolling i.e. like a roller blind
Sheets	Ropes attached to the clews of all sails and used to pull the sail out.
Starboard	Right hand side of ship (when facing forwards)

Please note: Setting and stowing some sails (the Courses and Topsails— see diagrams p.19&20) involves people going aloft, but you are not required to go aloft if you are unable or unwilling to do so.

All voyage crew have an opportunity to take turns at helming the ship and what you have to do will be carefully explained to you.

Square-rig Sailing Simplified

Further information about square-rig sailing is available in this handy pocket-size booklet. It describes in detail much of what you need to know about operating the LORD NELSON and TENACIOUS under sail, from how to set a topsail by the traditional method to setting a t'gallant by the roller method, and from tacking to wearing ship. It also includes greater detail of the ships pin rail diagrams than is possible in this booklet.

All proceeds from the sale of this booklet go to the Jubilee Sailing Trust.

Available from: **Fundraising Team, Jubilee Sailing Trust,
12 Hazel Road, Woolston, Southampton, SO19 7GA**

Telephone: 023 8042 6868

Price: £4.00 (including p&p)

Please make your cheque payable to: JUBILEE SAILING TRUST

The Ships



LORD NELSON

TENACIOUS

Lord Nelson

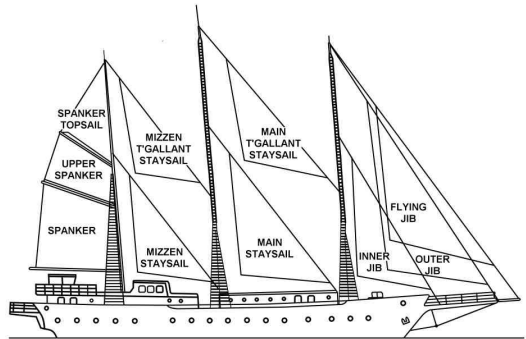
Lord Nelson was purpose built for the JST and sailed on her maiden voyage in 1986. She was the first ship in the world built to take both able bodied and disabled travellers to sea to sail on equal terms. Lord Nelson has a steel hull and aluminium deckhouses, masts and yards. She was designed by Colin Mudie and is registered in Southampton.



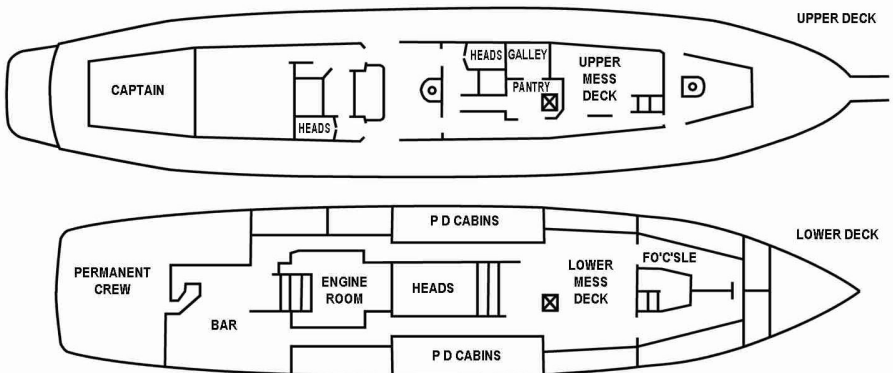
THE SQUARE SAILS

Principal Dimensions:

- Length: 54.70m
- Length Hull: 42.80m
- Beam: 9m
- Masthead height (above deck): 31.00m
- Draft: 4.12m
- Sail Area: 1024m²
- Displacement: 490tonnes
- Main Engines: 2x260 BHP



THE FORE AND AFT SAILS



LORD NELSON DECK PLAN

Tenacious

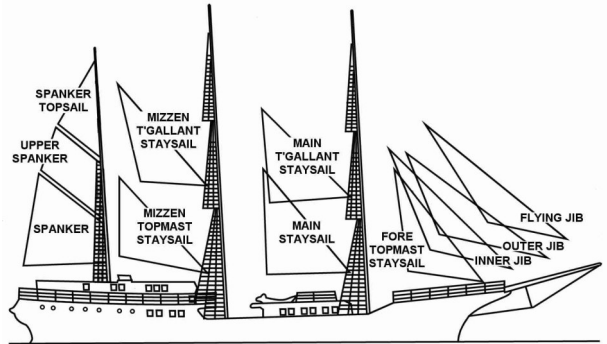
Tenacious is the world's second square rigged sailing ship that can be crewed by able-bodied and physically disabled people together. She was specially built by the Jubilee Sailing Trust and sailed on her maiden voyage in 2000. Tenacious has a wooden hull of Siberian Larch with deckhouses of wood and aluminium, steel masts and aluminium yards. She was designed by Tony Castro and is registered in Southampton.



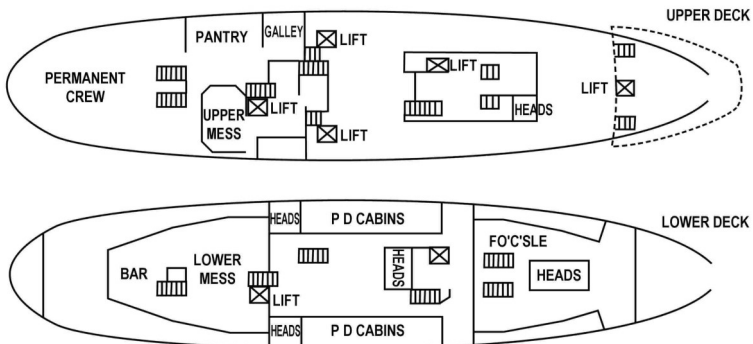
THE SQUARE SAILS

Principal Dimensions:

Length Overall: 65.00m
 Length Hull: 54.02m
 Beam: 10.60m
 Masthead height (above deck): 39.77m
 Draft: 4.65m
 Sail Area: 1200m²
 Displacement: 714tonnes
 Main Engines: 2x400 BHP



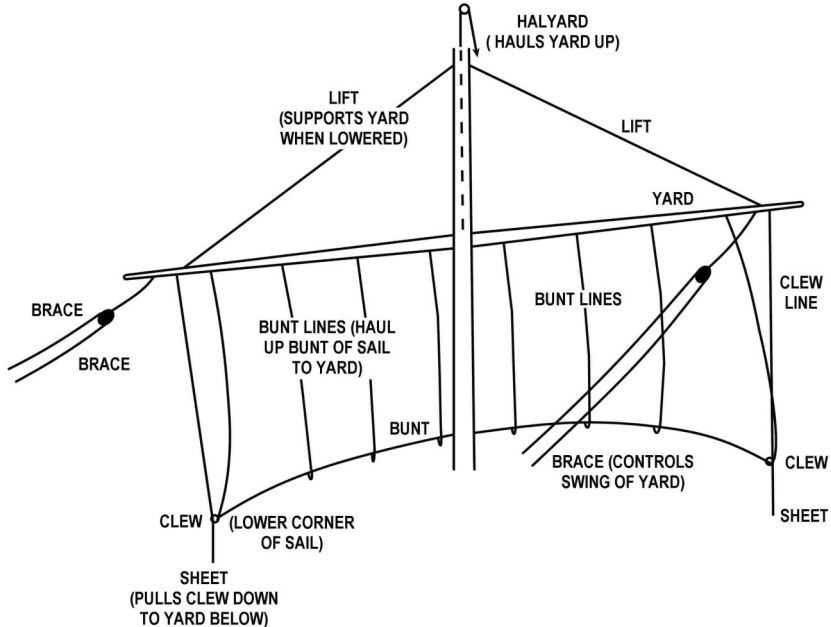
THE FORE AND AFT SAILS



TENACIOUS DECK PLAN

Introduction to Square Sails

The square sails, though less familiar to most people than triangular fore and aft sails, are not very complicated. The following diagram gives the names of the different parts of these sails and the ropes attached to them.



HANDING SAIL

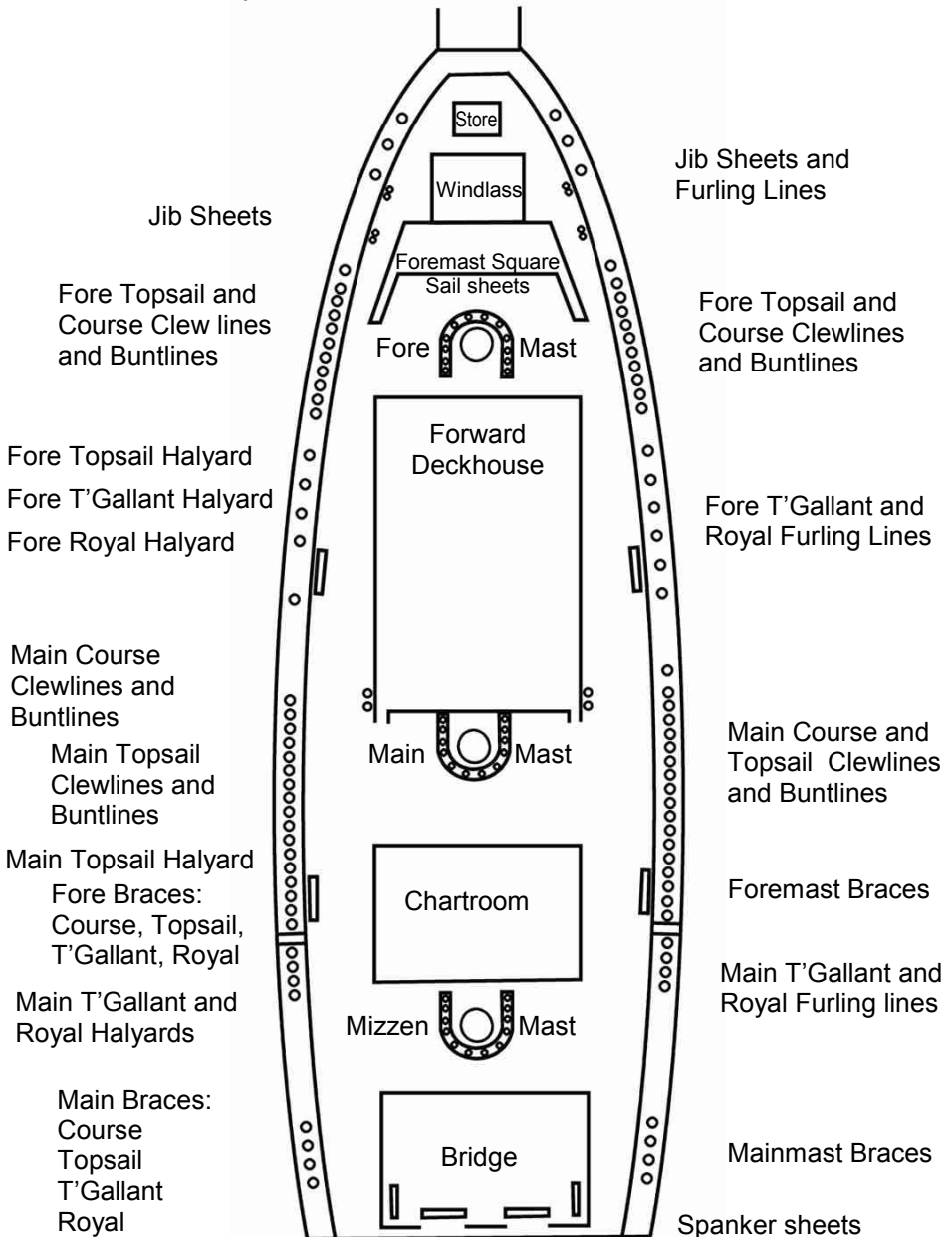
When, for example, a topsail is handed, the yard is lowered until it is hanging in its lifts, which will then be taut. The clewlines and buntlines haul the sail up to the yard and the sheets, which pull in the opposite direction, must be released. Then to stow the sail it is fastened tightly along the top of the yard by short ropes called gaskets.

SETTING SAIL

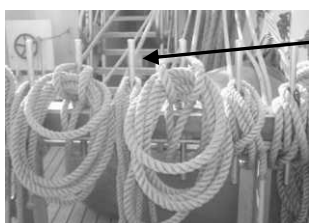
To set the sail, the gaskets are cast off, the sail pushed off the yard and all clewlines and buntlines released. The sheets are then hauled, bringing the clews down to the yard below. The halyard is then hauled, raising the yard up on the mast. The yard can also be swung from side to side by means of ropes called braces.

Lord Nelson - Pin Rail Diagram

Ropes running from rigging to the deck are each secured on a single belaying pin. These diagrams show where the belaying pins are and the ropes that they secure



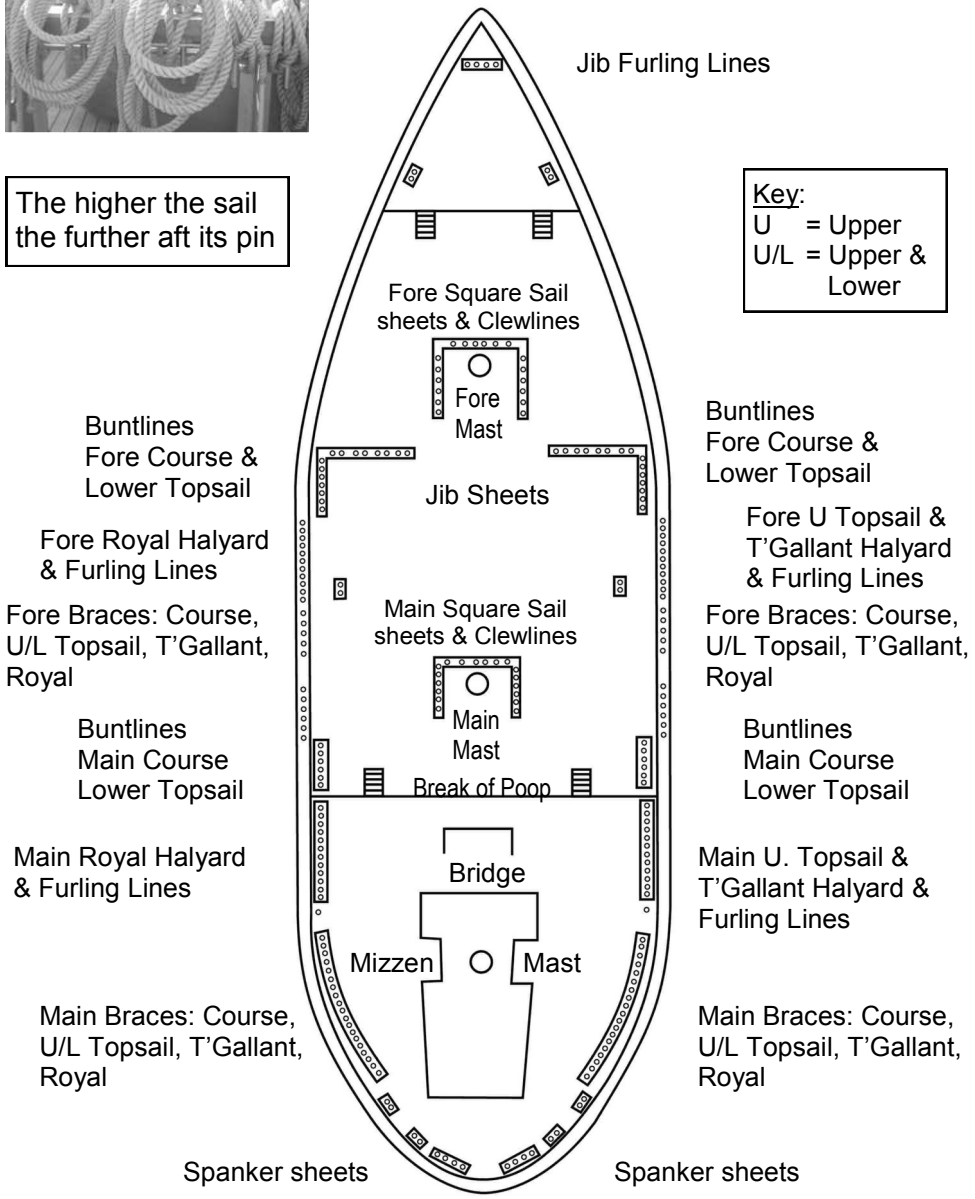
Tenacious - Pin Rail Diagram



Belying Pin

The higher the sail
the further aft its pin

Key:
U = Upper
U/L = Upper &
Lower



About The JST

The Jubilee Sailing Trust is a registered charity and relies on its fundraising activities, donations and membership subscriptions to subsidise the cost of berths on all its voyages and to maintain LORD NELSON and TENACIOUS to the highest standards.

The JST has volunteer branches throughout the UK dedicated to raising funds, finding voyage crew and publicising the JST. If you would like details of your nearest branch, become a member of the JST, help with maintenance or make a donation, please contact the JST at the address below or call the Fundraising Team on **023 8042 6868** or email fundraising@jst.org.uk

Photographs and articles are always welcome. During your voyage there is usually the opportunity to put your photos on a CD and share them with other voyage crew. A copy of this is sent to the office and some of these photos may be used for the brochure or other literature.

We hope you have an enjoyable voyage. Please keep us up to date with all your contact information including your email address as this is a cost effective way of keeping in touch.

Information about the JST, including tracking the ships, can be found on our website www.jst.org.uk

Jubilee Sailing Trust, 12 Hazel Road, Woolston, Southampton SO19 7GA
Tel: 023 8044 9108; Fax: 023 8044 9145; email: info@jst.org.uk

Voyage Department
Tel: 023 8044 9138; email: voyages@jst.org.uk

Change of Address form

Help us keep our supporter network up to date, simply fill in your details on the form if your address changes and send to Jubilee Sailing Trust, 12 Hazel Road, Woolston, Southampton, Hampshire, SO19 7GA registered charity no: 286487

Mr/Mrs Surname Forename

Preferred Name Address

Postcode

Tel No. (plus code) Work Home

Mobile Email