

## Advance British Club Challenge – Briefing Aide Memoire (Apr 2015)

**Captains' Brief** – Team captains only. Roll call, contact details exchange and team sheets (confirm number of pilots).

**Welcome Brief** (organiser) – Group welcome, introductions and confirmation of teams/numbers taking part.

**Site Brief** (organiser/host club) - Should be given on take off. Highlight safety aspects of area and any constraints.

**Meteorology Brief** (anyone) – Big picture of air mass, wind, cloud base (vs airspace) etc, any expected changes?

**Airspace and NOTAMS** (anyone) – Include Red Arrows in transit and Royal Flights; conflicts vs likely routes.

**Task and turn direction** (organiser) – Should normally be Open XC. Give start time, last take off time, land by time.

**Reporting Procedures** (organiser) – Stress importance of reporting in, whom to call and by what time. Retrieve tips.

**Safety Procedures and 'Actions On'** (anyone) – Brief summary of actions following any incident/accident.

**Communications Details** (organiser) – Including radio frequency(ies) and important phone numbers, social media.

**Opportunity for Questions** – Reiterate key safety aspects (organiser) – Break into teams for follow on briefs.

Final check of team sheets before flying starts.

**Good luck, fly safely and have fun!**