

Scarboro Surf Life Saving Club

Policy 1.3 Leave of Absence



1. Introduction

This policy will assist in ensuring that Club Members who may be unable to meet their regular patrol obligation are aware of the Club's procedure for seeking a leave of absence from the patrol roster.

2. Objectives

The objectives of this document are to –

- Ensure that members are aware of the Club's leave of absence procedure and how to apply for a leave of absence.

3. Alternate Patrol Times

If a member is consistently unable to attend to their normal rostered patrol duties, they must apply in writing to the Lifesaving Officer to request a dispensation by the Beach Operations Committee from being included in the patrol roster.

On a case-by-case basis alternate times may be arranged for them in the form of a documented individual patrol agreement. All applications must be received in writing (letter/email).

They must however still complete the same number of patrol hours as a regular rostered patrol member for that season, unless otherwise documented in their individual patrol agreement.

On approval of the Beach Operations Committee, the following Members may accumulate patrol hours completing their regular activities under their relevant role;

- Junior Age Group Managers
- Junior Water Safety Personnel
- Trainers & Assessors
- SLSWA Emergency Response Team Members

4. Leave of Absence

When a member may be unable to attend the Club for a period of more than one month, or are likely to miss three (3) consecutive rostered patrols, a long term leave of absence may be granted subject to the application being lodged with the Patrol Officer within a reasonable time prior to their absence and at the discretion of the Beach Operations Committee.

The intention of this policy is to allow members to retain their years of service while travelling or working away.

All applications must be received in writing (letter/email) and the decision recorded in the minutes of the next meeting of the Beach Operations Committee.

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During the period of a leave of absence the applicant is excluded from using club facilities or services.

Workers on a fly in/fly out roster must apply for alternate patrol times (see section 3 above) and are still required to undertake the same number of patrol hours as a normal rostered patrol member for that season or as stated in their individual patrol agreement.