



Beach Operations Plan

Scarboro Surf Life Saving Club

Club Operations and Risk Management

Revision	Prepared By	Position	Reviewed By	Date
V 1.0	A. McMillan	Director Beach Operations		15.2.2018
V 1.2	A. McMillan	Director Beach Operations		

Purpose

The purpose of this document is to streamline the club operations of Scarborough Surf Life Saving Club (SSLSC) with safety and efficiency as key priorities. This document aims to incorporate areas of the club such as; training, competition, juniors and patrol operations and their beach location in Sunday morning activities.

By its very nature SSLSC has one of the busiest beaches in the Perth metropolitan area and this plan aims to mitigate any risks that may occur while the club is in operation.

Hazard Mitigation

There are a number of hazards present on the beach during the hours of operation of juniors and club activities. To minimise the danger to our member and the public. These risks have been identified below:

Vehicles

Vehicles are to use the *Emergency Vehicle Access* (refer map below) when moving along the beach. Vehicles shall not exceed 15kph or 8kph between the patrol flagged area or areas of high population unless in an emergency; and shall be driven in a safe manner at all times

No person shall ride in the tray of any vehicle, unless transporting an injured person where the driver shall not exceed 8kph/h and all persons are seated.

Any member operating a club vehicle, All Terrain Vehicle (ATV) or Truck are to sign the Vehicle Usage Agreement and complete a vehicle induction by the Patrol Officer

Weather and Conditions

If weather conditions are deemed too dangerous by the officer in charge or a relevant director, members shall not enter the water under any circumstances. If members do decide to enter they do so against the advice of the club and at their own risk.

If an event is cancelled refer to the cancellation of activities section below.

Craft

Hard craft shall not enter north of the craft in/out area between 8:00am – 11:30am on club mornings eg. juniors, club swim or any other club sanctioned event.

Beach Set Up

The times specified below are the only times that these activities are to be set up, without prior approval.

Area of Operation

Sunday club activities are broken into three areas along the club operational zone. These areas are:

- Junior Activities
- Surf Sports Training
- Patrol Operations

The set-up location is determined by the patrol location, which is specified by the beach inspector on duty. Under no circumstances is the patrol area to be moved without the express authority of the beach inspector in consultation with the Director of Beach Operations or Patrol Officer

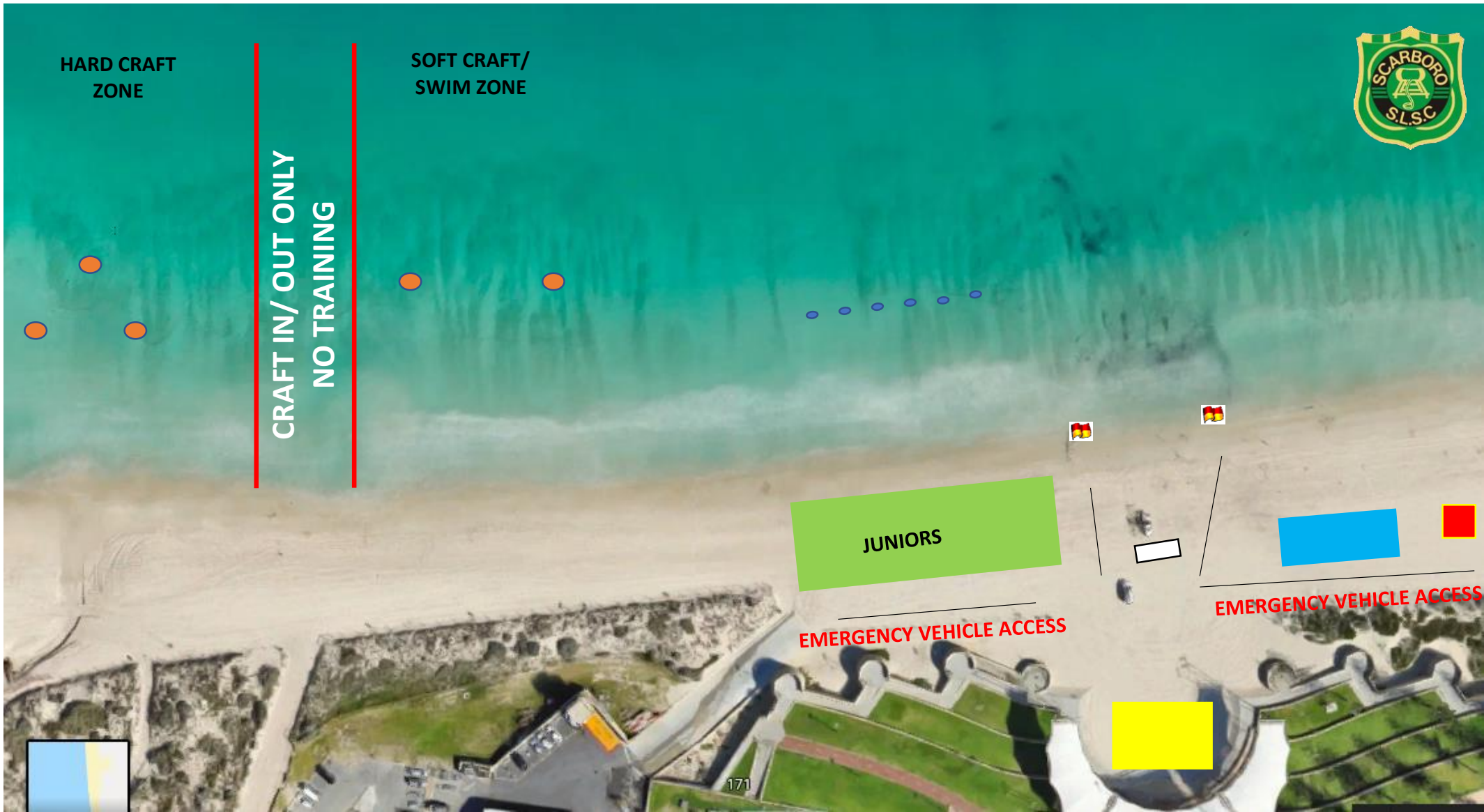
The patrol location is the safest bathing location on the beach. Club activities have to work around this location in the set ups outlined in the aerial images below:











HARD CRAFT ZONE









SOFT CRAFT/ SWIM ZONE

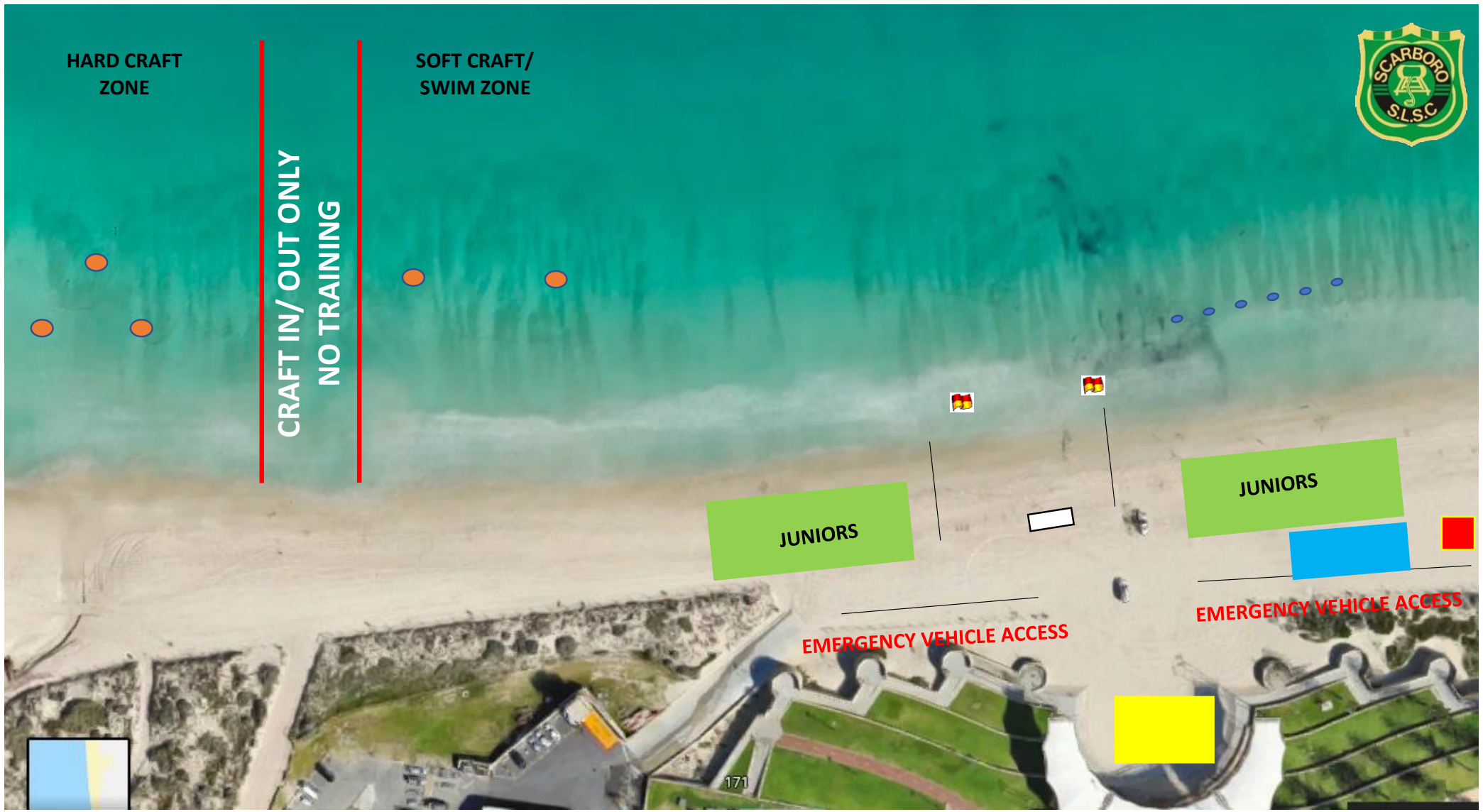
CRAFT IN/ OUT ONLY
NO TRAINING



LEGEND	
 Proposed can site	 Observation Tower <i>Scarboro Central</i>
 Patrol Area	 Marchpast/ Flags area
 Patrol Shelter	 Running Track
	 Swim Pearls
	 Boundaries



LEGEND	
 Proposed can site	 Observation Tower <i>Scarboro Central</i>
 Patrol Area	 Marchpast/ Flags area
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LEGEND					
	Proposed can site		Observation Tower <i>Scarboro Central</i>		Marchpast/ Flags area
	Patrol Area		Patrol Shelter		Running Track
			Boundaries		Swim Pearls

Schedule of Events

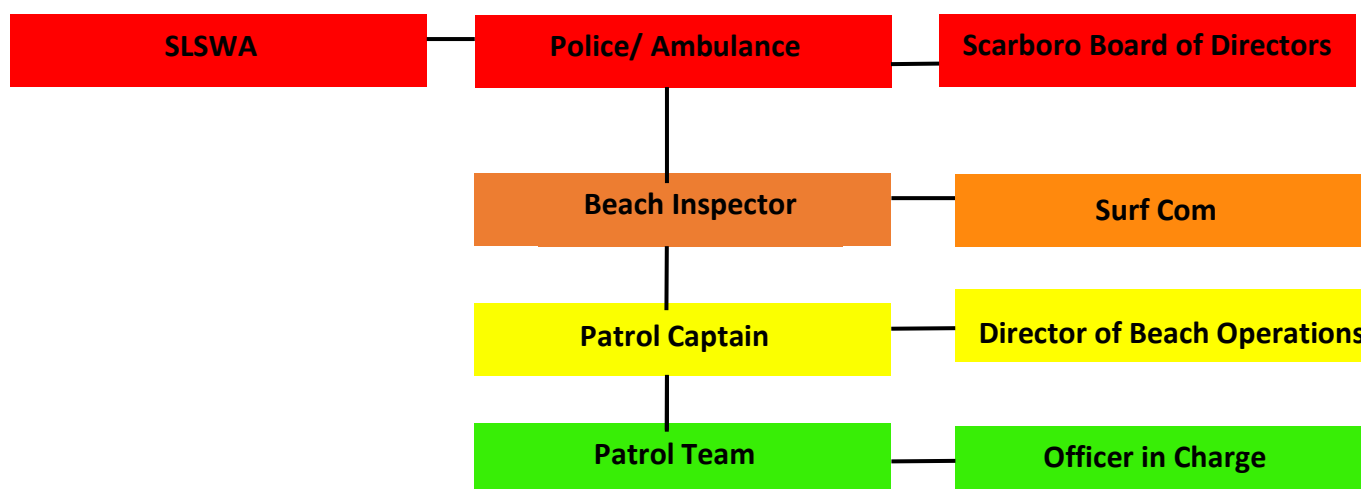
The allocated time for each event is laid out below.

Area	Operational Time	Description	Person in Charge
March Past <i>(When there is no City of Stirling booking)</i>	7:45am – 8:45am	The march past raining area will be available before the junior's flags area is set up.	Brian Hall
Flags area <i>(When there is no City of Stirling booking)</i>	8:45am – 11:30am	This area will be made available when there are no prior amphitheatre bookings.	Nicole Tolev
Running track	8:45am – 11:30am		Nicole Tolev
Juniors	8:30am – 11:30am		Nicole Tolev
Hard Craft Zone	Unrestricted	Unrestricted training and craft zone	Angus McMillan
Soft Craft/ Swim Zone	Unrestricted	Unrestricted training and zone allocated for the club swim.	Angus McMillan
Patrol	8:00am – 5:30pm (Seasonal)		Terry Colby/ Jenna Blair

When the Scarborough Amphitheatre is booked out the flags/ march past area will be relocated to the north of the running track. This area will be coned off and leave a 1.5m gap between the fence and most eastern side of the coned off area.

Emergency Plan

In the event of an incident individuals are to report to the position above them in the chart below:
The person(s) specified below will be the operational leader(s) until a more senior authority arrives.



Depending on the colour code of the incident, the matching coloured level needs to be notified. Refer to the table below for a list of examples of incident colour codes and the above flow chart for level colour codes:

<p>GREEN (general lifesaver actions/duties)</p> <ul style="list-style-type: none"> • Lifesaver movement/management • Course set up • First aid cases • Rescue/retrieval as required 	<p>ORANGE (major - affecting extended area)</p> <ul style="list-style-type: none"> • Request assistance from other organisations • Operational management
<p>YELLOW (major - affecting event)</p> <ul style="list-style-type: none"> • Missing person • Major first aid 	<p>RED (major – affecting life) – via SURFCOM</p> <ul style="list-style-type: none"> • Shark • Unconscious patient • Drowning • Emergency evacuations

Post Incident Management

On-beach incidents can be very confronting for members and as a result a Post Incident Management guideline has been developed to aid members with emotional support post incident.

- After the incident has occurred a team debrief will be facilitated by the most senior team member involved. A list of members involved and an incident report shall be send to the Director of Beach operations as soon as practicable.
- Club Peer Support engaged will be engaged to all members directly affected by the incident. If the club peer supporters are indisposed peer supports shall be available through SLSWA.
- The Director of Beach Operations will contact members involved and offer support at a club level and gather information on the incident to report to SLSWA
- SLSWA will be notified once the incident has been dealt with on the beach. An incident report shall be supplied within five (5) working days after the incident.
- SLSWA will complete a wellbeing check on members the week following the incident and offer other levels of support not available at the club level.
- The Beach Operations Committee will review the incident and highlight any processes or procedures that need to be changed as a result of the incident.

Cancellation of Activities

Activities can be called off by the Office Bearer in charge of the activity. A club event can also be called off by either the President, Director of Beach Operations or the Director of Surf Sports. The following event matrix should be observed before every event.

Risk Matrix

Level	Descriptor	Examples of the Acceptability Of the Risk Assessed	Examples of Action Arising to Control the Risk
H	High	Not acceptable	Detailed research & management planning required at an operational level. Immediate action required.
S	Significant	Not acceptable	Office Bearer in charge shall discuss risk mitigation or an alternate event plan.
M	Moderate	Acceptable	Officer bearer in charge responsibility must be specified
L	Low	Acceptable	Manage by routine procedures

If a club event is cancelled the following sheet must be filled out:

AQUATIC ACTIVITY RISK CHECK AND MANAGEMENT FORM

ACTIVITY INFORMATION	
Assessment Number:	
Activity type/name:	
Beach:	
Date:	/ /
Time:	AM / PM

Adverse effects on safety	Acceptable		Considerations/Variables	Acceptable	
Surf	Yes	No	Events	Yes	No
Sea State			500m		
Swell Size			1km		
Wave Type (Plung/Surge/Spill)			5km		
Depth of Water			10km		
Water clarity/turbidity			Age Groups		
Tides/Currents			Junior		
Time between Sets			Open		
Remarks:			Masters		

Geographic			Competitor Numbers		
Beach Conditions			0 – 200		
Exposed Risks			201 – 400		
Headland, Groynes etc.			401 – 600		
Seaweed/Debris			601 - 800		
Jetty/Wharf etc.			801 – 1000		
Remarks:			1000+		
Climate			Emergency/Safety		
Wind			Water Safety		
Weather			IRBs		
Water Temperature			Patrols		
Remarks:			Medical		
			First Aid		
Other			Communications		
Marine Stingers			Access to EM Services		
Sharks					
Whales Carcass					
Available light					
Remarks:					
Options	YES	NO	Comments		
Continue/Commence/Delay Event					
Consult with Team Managers					
Modify Selected Event					
Change of Venue - Selected Events					
Cancellation of Selected					
Cancellation - Total					

Assessment Contribution/Information	
Club representative name:	
Other: (Police/Ranger/VMR/Lifeguard Helicopter/Drone)	
Director name:	
Comment	
Water Safety Supervisor Name:	
Water Safety Supervisor Signature:	Date: ___/___/___