

Scarboro Surf Life Saving Club

Policy 2.2 Patrol Requirements



1. Introduction

This policy will assist in ensuring that Club Members are aware Scarboro SLSC's patrol requirements. This policy aligns with SLSA policies - Policy 1.05, Patrol Uniforms Policy 5.04, Proficiency and Patrol Hour Requirements for Competition Eligibility.

2. Objectives

The objectives of this document are to;

- Ensure that Scarboro SLSC members are aware of their patrol obligations.
 - Ensure that Scarboro SLSC members are aware of the criteria and procedure to have their patrol hour requirements reviewed.
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3. Definitions

- Active Member – Club Members 15 years of age and older, who hold a Bronze Medallion.
- Automatic Disciplinary Action – Member restricted to patrol duties only.
- Award member – Club members who an SLSA Award other than BM or SRC and who are available for rostered or ad hoc patrol support duties such as radio operator, first aid, etc.
- Beach Operations Committee (BOC) – Committee chaired by Director Beach Operations charged with overall responsibility for managing the lifesaving and education activities of the Club as per Clause 24.3 (a) Beach Operations Committee, of the Constitution.
- Cadet Member – Club Members 13 & 14 years of age who hold a Surf Rescue Certificate.
- Competition hours – Inclusive of all surf lifesaving endorsed competitions
- Club – Scarboro Surf Life Saving Club
- Director Beach Operations – Elected club office bearer
- Education Officer – Appointed Club Officer
- Interclub Competition - (includes all SLSWA and SLSA surf sports events, carnivals and championships)
- Lifesaving Service Agreement - the document as agreed upon between City of Stirling, SLSWA and the Club as relates to the Club's patrol obligation at Scarborough Beach
- Patrol Boundaries - the limits of the Club's designated patrol area as laid down in the annual lifesaving service agreement
- Patrol Officer – Appointed club office bearer
- Reserve Active – A member so designated after having been granted that category in accordance with the Club Policies, refer Policy 1.1



4. Patrol Hour Requirements

The Club contracts with City of Stirling and Surf Life Saving WA to patrol Scarborough Beach between the limits of our boundaries at prescribed times and dates, as laid down in the annual lifesaving service agreement.

Active and Cadet Members have an obligation to participate in regular rostered patrols and must complete a minimum of 16 patrol hours per calendar year to be eligible to compete in SLSA or SLSWA surf sport competitions. In addition to the 16 hours, club members must either attend or provide a proxy for all rostered patrols throughout the season.

Award members have an obligation to undertake patrol support duties as may be determined by the BOC and allocated by the Patrol Officer.

Active and Cadet members will not be permitted to compete in inter or intra club competitions if they have a deficit of hours as a result of 'no shows'. All deficits need to be cleared prior to the close of entries for carnivals in order to be eligible to compete in line with SLSA Policy 5.04.

Unless exempted by the BOC, all renewing Active and Cadet members shall be liable for the same total rostered patrol hours during a season. A renewing member who joins after rostered patrols have commenced for a season may, by direction of the BOC and depending on the circumstances related to the late renewal of membership, be required to complete the same number of hours as members who were financial and had been rostered on patrols from the beginning of the patrol season before they will have access to other club activities such as intra and inter club competition.

New Active members who achieve their Bronze Medallion or Cadet Members their SRC Award after the start of the patrol season will be allocated a patrol upon the successful completion of their award and be required to attend all subsequent rostered patrols.

Newly qualifying members will be required to complete the remaining patrol hours for the season from the achievement of their award. Under SLSA Policies, newly qualified Active Patrol members must still complete a minimum of 16 patrol hours per calendar year to be eligible to compete in SLSA or SLSWA competitions.

Reserve Active members must complete a minimum of 8 patrol hours per calendar year to be eligible to compete in any interclub surf sport competition.

5. Patrol Uniform

Patrol members on patrol shall be correctly attired;

- Patrol Cap – tied correctly
- Patrol Shirt
- Club Bathers
- Shorts (if worn - Red)
- Track Suit/Cold weather garments (inclement weather)

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6. Requirements on Patrol

Members shall report to their designated Patrol Captain at the time allotted for the commencement of their required duty time.

When a member is unable to attend their rostered patrol for any reason, it is their own responsibility to arrange a proxy member of equal status.

Each member shall be signed on and off their rostered patrol by their Patrol captain in the log book or other means as determined by the BOC and supervised by the Patrol Officer.

Members failing to attend their rostered patrol when scheduled and/or failing to arrange the required proxy shall be liable for the hours in arrears and these shall be made up at the commencement of any normal rostered patrol, excluding Sunday mornings (unless approved by the Patrol Officer).

Members who become down hours without any prior advice to their Patrol Captain, the Patrol Officer or the Director Beach Operations (any one of) will be liable for an additional 50% penalty hours to be made up as per rostered hours down.

Members who become two (2) rostered patrols in arrears may be liable for suspension at the discretion of the Director Beach Operations as per Policy 1.4 section 3.

7. Equipment and Vehicles

An inventory of all items that are required on patrol will be drawn up and each Patrol Captain shall check that all items are available at the commencement of each patrol and checked off against the inventory, reporting in the patrol log any items that are not available or in poor condition. This procedure is to be followed at the changeover of patrols and when patrols complete their duty.

Patrol Captains on duty at the end of each day's patrols are to ensure that the tower area is locked and secure; that all gear is washed down, where applicable, and neatly stored; club vehicles are washed down and cleaned, inside and out; that the First Aid room is swept out and left in a clean and tidy state; and that the Clubrooms are secure at the conclusion of the afternoon beach patrols.

All Club vehicles, Quad bikes, Rhinos and 4WDs may only be driven by members who hold a current driver's licence and have the Patrol Captain's permission to do so.

Club vehicles are not to be taken from the beach or outside the designated Club Patrol Boundaries for training or any other purpose, except to be refuelled, repaired or in the event of an emergency.

Any other activities requiring the vehicle to be used away from the beach, must be approved by the Director Beach Operations.



8. Exemptions

Long Service Members, Life Members and Directors are automatically deemed exempt from participating in rostered patrols and eligible to compete without completing any patrol hours.

All other Scarboro SLSC Office Bearers, including age group managers, who would normally be eligible for rostered patrols because of their membership category, can request an exemption from rostered patrols through the Patrol Officer, however they are not automatically exempt from completing the minimum required patrol hours to comply with the competition hours for their membership type as set out in SLSA Policy 5.04, unless the nature of their office is declared exempt by the BOC.

Reserve Active members who hold other positions such as Age Group Manager can complete these duties in lieu of the required 8 hours. Members in this category can also use club and state-based water safety attendance as these hours. It is the responsibility of the member to ensure their records and hours are recorded and correctly.

No member shall be permitted to start in any Interclub Competition or Championship if in arrears of patrol hours at the time of the event.

The Club accepts that some Members have other obligations that may restrict their ability to attend all patrols. These obligations may include, but are not limited to;

- Shift workers
- Fly in fly out workers
- SLSWA employees and Professional Lifeguards (who are required to work weekends)

These members can apply for leave from regular rostered patrols in accordance with policy 1.3. This should be addressed prior to the commencement of the patrol season. However, this does not exclude them from meeting minimum patrol hour requirements for competition purposes – as set out in SLSA Policy 5.4.

10. Down Hours Work flow

The following steps are only carried out where the previous steps are contravened and where no reasonable explanation has been received by the Patrol Officer. The Patrol Officer is responsible for managing the following procedure.

Step 1: Member failing to attend a rostered patrol will result in a 1st down hours reminder letter (written or electronic form) being issued, within seven (7) days of the rostered patrol.

Step 2: Failure to attend two (2) consecutive rostered patrols without explanation results in a 2nd down hours reminder letter issued, within 7 days of the second rostered patrol missed.

Step 3: Failure to attend a 3rd consecutive rostered patrol without explanation will result in Automatic Disciplinary Action (refer Policy 1.4 section 3) that restricts the member to patrol activities only until an acceptable explanation is received. Following which the member will be called upon to attend a meeting to discuss the future of their membership as per step 4.

Step 4: On accumulating three (3) consecutive rostered patrols missed, the member will be called upon to attend a meeting with the Director Beach Operations and Patrol Officer to discuss “the future of their membership and their circumstances regarding patrols.” If the member fails or refuses to attend such a meeting, then suspension may occur as per step 5.

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Step 5: Should the member fail to respond or refuse to attend such a meeting then further disciplinary action as per Policy 1.4 Club Discipline will be undertaken.

Ends.