

## **Dear Towradgi SLSC Patrol Members**

### **IMPORTANT:** Pre Season Information

I hope you have enjoyed your winter break.

As the patrolling season is almost upon us, I wish all our members the very best for the season ahead.

### **Our Committee - Position & Name**

**President** Adriana Gervaise

**Vice President** Dave Briggs

**Secretary** Mick Banach

**Treasurer** Chris Hanson

**Junior Chairperson** Heidi Christie

**Club Captain** Stuart Massey

**Vice Club Captain** Ian Picton

**Registrar** Chris Hanson

**Chief Training Officer** Craig Mulder

**Venue Manager** Adriana Gervaise

**IRB Captain** Stuart Massey

**First Aid/ WH&S Officer** Joanne Massey

**Surf Sports Coordinator** Daniel Robberds

**Grievance Officer** Graham Lancaster

**Website Master** Thomas Gervaise

**Child Protection Officer** Graham Lancaster

**Community Education Coordinator** Talia Zanotto

### **Code of conduct:**

All members must abide by our Clubs Code of Conduct.

### **Proficiencies (Skills maintenance):**

Members are reminded that all proficiencies, Surf Rescue Certificate, Bronze Medallion, Advanced Resuscitation, IRB Driver and Crew must be completed by the end of the year to be maintained as current. Please do not let your qualifications elapse.

Notification of skills maintenance dates will be sent via SMS and can also be found on our Web and Facebook Page. If you have not already started, please undertake some swimming training in preparation for the season ahead.

### **Patrol Roster:**

The start of the Patrolling season will commence on Sunday the 25<sup>th</sup> of September 2016 and end on the 25<sup>th</sup> April 2017.

The Patrol Roster will be placed onto the Towradgi SLSC Web site ASAP.

It will also be clearly displayed on the notice boards around the club.

Each week prior to patrol an SMS will be sent via surfguard reminding everyone who's on patrol for the coming weekend.

The patrol roster has a new look this year. It should be self - explanatory but feedback is always welcome.

Each patrol will be required to perform approximately 4 Full day rostered shifts or 7 half-day rostered shifts for those who requested to take part in the rotational half-day patrols.

Please check your Rostered Patrols, as Patrols do not flow on in sequential order.

If your name does not appear on a patrol list contact the Lifesaving Team ASAP and let them know your patrol preference/s.

If you are not happy with your placement in a patrol let the Lifesaving Team know and they will try to accommodate your request.

### **Patrol Logs:**

You may or may not be aware that all patrol logbook entries are logged onto the SurfGuard System and need to be accurate.

The statistics that are recorded are used to determine lifesaving levels in the years to come.

The Patrol Log is now being generated via surfguard and will be located in the patrol trailer.

Please do not remove from this location.

### **When you commence your rostered shift or you are volunteering, members must:**

#### **Sign on / off:**

If you are rostered on your name will appear on the log.

If volunteering or you are the substitute, please print your name clearly so it can be read easily and sign the entry. Write what time you started and finished. Start and finish times to be rounded to the nearest quarter of an hour:

#### **For an example:**

Actual start time 9.10am: Patrol Book start time 9.15am. Patrol Types:

If you are rostered onto the days patrol shift then ROSTERED is prefilled for you in Patrol Type.

If you are a substitute for another member write your name alongside the member you are subbing for and then sign next to that.

If you are volunteering on the patrol write VOLUNTEER.

If you are performing Water Safety then please write your name in the water safety log that will be a separate log.

This will be in the form of the traditional patrol logbook with WATER SAFETY on the front.

### **Patrol Requirements:**

Our club relies on its patrolling member's dedication to provide a valuable and reliable service to our community. A rostered patrol is required to have the following in attendance: A minimum of 3 proficient Bronze Medallion members with the below awards:

- Silver Medallion Basic Beach Management
- IRB driver
- IRB crew
- Advanced Resuscitation Techniques
- First Aid and Spinal Management (Optional but desired)

We will send a reminder SMS to members prior to a rostered Patrol.

**Members are reminded of their responsibility to notify their Patrol Captain if they cannot attend rostered shift.**

**We cannot stress enough how important this is!**

We are providing a service to the public and your Patrol Captains needs to know the strength of their patrol prior to the shift commencing.

Members who cannot attend must give notice at least 24 hours prior to the shift commencing.

Members who fail to notify their Patrol Captain of an absence will be recorded as No Shows.

Consistent No Shows will result in members being required to explain their actions to the committee.

**SLS STANDARD OPERATION PROCEDURES (SOP'S), TOWRADGI SLSC PATROL OPERATION MANUAL (POM)**

These documents can be found in the Patrol Trailer and in the Club's Office. The POM has been revised again this year and relates directly to our beach. Please take time to read this document.

**EDUCATION:**

Courses are offered to members who wish to increase their SLS skill levels. I encourage all our members to obtain as many higher qualifications as they can throughout this season.

If you have any inquiries please contact Stuart Massey or Adriana Gervaise. Towradgi SLSC will be conducting a number of advanced courses throughout the season. The training calendar will be out shortly and placed on the notice boards as well as the web site. Award Members who are reluctant to undertake or are unable to undertake the Surf Rescue Certificate or Bronze Medallion can perform patrolling duties as an award member. Award members can perform patrol duties if they are qualified in First Aid, Advanced Resuscitation or Spinal Management. These members are also invaluable as another set of eyes watching the beach.

Nipper parents there is nothing more satisfying than being on Patrol with your children once they obtain their SRC or Bronze Medallion, please consider?

**WH&S issues Members are reminded safety is everyone's responsibility.**

If you feel something is not safe report it to your Patrol Captain or Club Captain. All damaged equipment must be tagged and be reported to your Patrol Captain or the Gear Steward. Tags can be found in the office.

**Club and Patrol Tower:**

The club, patrol tower & training rooms are to be locked at all times when not in use. If you find the club is open for no apparent reason lock it. The Tower must be left clean and tidy, remember how it was found.

## **Patrol shelter**

When erecting the patrol shelter attach the securing ropes to sand bags (bury the bags into the sand) or use steel pegs to secure the shelter down. DO NOT attach the securing ropes to the side shelters. Strong gusts of wind can lift the shelter & side shelters off the ground with the potential to cause serious injury to people and damage to both the shelter and side shelters.

## **Rescue Boards & Racing Boards**

DO NOT drag rescue boards over the sand.

If you struggle carrying the board get someone to help you. Dragging boards over the sand causes excessive wear to the side of the board resulting in costly repairs.

When you have finished with the board always wash them and return them to the board rack.

## **'All Terrain Vehicle' (ATV)**

At all times the vehicle must be driven in a safe and responsible manner.

Be conscious that members of the public are watching you perform your duties and we must always act in a professional manner.

Unless it is an emergency do not drive the vehicle through the water.

At the end of the shift please remove all sand from it.

- NO one is to drive the vehicle unless they have been inducted.
- NO one is to drive the vehicle unless they have a current driver's license.
- Members holding a learners permit are not permitted to drive the vehicle.
- Passengers should not be conveyed in the vehicle's rear tray at any time.

## **IRB**

IRB drivers and crew please note:

It is now a requirement for life jackets to be worn when operating the IRB.

When returning to shore DO NOT beach the craft at high speed.

This is causing undue wear to the underside of the boat. Always flush the motor with fresh water at the end of the shift.

## **Patrol Uniform**

During Patrol members are required to wear their full patrol uniform.

SLSA policy 1.05 outlines the requirements for patrol uniforms. Minimum requirements

- Patrol shirt – As supplied by SLSA
- Patrol short - As supplied by SLSA
- Red and yellow quartered patrol swimming cap
- Swimming costume (if you will be entering the water)

## **Recommended requirements:**

The recommended requirements of the uniform are defined as the following:

- Wide brimmed hat or peaked cap over patrol cap when not in the water
  - Sunglasses when not in the water as per the Sun Safety Policy 2.1
  - Water safety uniform as per Water Safety Policy 1.1 and Water Safety Procedure when providing water safety for junior activities, SLS sanctioned/special events, SLS Surf Sport competition and member training
  - Rash shirt – Available for purchase through the SLSA Online Surf Shop ([www.surfshop.slsa.com.au](http://www.surfshop.slsa.com.au))
- Note: Members are strongly encouraged to wear a rash shirt when performing duties in the water.
- Other items such as wetsuits, stinger suits, tracksuit pants and jumpers, helmets and wind jackets are also available to members where necessary

Members are requested to purchase their own whistle for hygiene reasons.

Remember we are here to help.

We are all on the same team so let's all work together to make Towradgi SLSC the place to be this season.

We hope you enjoy the season.

Regards

Towradgi SLSC Life Saving Team