

## **BY- LAW**

### **NO. 1**

**ISSUE:** Patrols

**COMMENCED:** 10/12/2009

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#### **PROVISIONS:**

##### **Patrol Rosters**

1. The Club Captain shall prepare a patrol roster before the beginning of each season. A copy shall be provided to each patrolling member. Copies will also be displayed on the club noticeboard, club website and such other locations as may be determined by the Club Captain.

##### **Patrol captains**

- 2 (a) Patrols shall be under the control of patrol captains who may also be depending on the arrangements in place at the time, honorary council beach inspectors.
- (b) Subject to the prevailing conditions, patrol captains shall endeavour to put their patrols through the drills required for patrol efficiency or standard proficiency tests at every patrol and shall record that fact in the patrol log.
- (c) Patrol captains are responsible for ensuring a record of all rescues and other incidents as may be required by the rules of SLSA is made in the patrol log.
- (d) Patrol captains will be responsible to the Club Captain

##### **General responsibilities of patrol members**

3. Patrol members must –
  - Acquaint themselves with these patrol rules and if required, sign an acknowledgement that they have read and understood the rules and the member's patrol obligations
  - Acquaint themselves with their rostered patrol dates and hours of patrols
  - Attend the beach and be ready for their patrol duties prior to the starting time so as to ensure all patrol equipment is in position by the time the beach is due to open
  - Wear patrol uniforms with patrol caps tied correctly under their chins at all times while on patrol and remain ready for immediate call at all times during their patrol hours
  - Not leave the patrol area without the permission of the patrol captain
  - Comply with all reasonable directions of the patrol captain

- Personally sign on and off the patrol log book when coming to and leaving from patrol duty

### **Substitute patrols**

4. (a) A member who is unable to attend his or her rostered patrol may arrange for a member of equal status to undertake the patrol as a substitute.
  - (b) If the substitute fails to attend the patrol, the original member will be deemed to have missed the patrol unless the details of the substitution have been recorded via authorised club methods.
  - (c) If recorded via authorised club methods, the substitute member will be deemed to be the rostered patrol member and will be responsible in the event he or she does not attend.

### **Exemptions from patrols**

5. (a) A patrol member may apply to their patrol captain for an exemption from patrol. No more than one exemption may be granted in any one patrol season by the patrol captain.
  - (b) If approved, the patrol captain will mark the member in the patrol log as having been excused from the patrol for that day.
  - (c) A member who has an exemption approved is not required to arrange a substitute or undertake any extra patrols of any kind.
  - (d) If the application is denied, the member may lodge an appeal with the Club Captain or delegate.
  - (e) Any decision on the appeal by the Club Captain or delegate will be final.
  - (f) If the Club Captain considers the circumstances appropriate, he or she may grant a patrol member an exemption from one or more patrols. Any exemption granted by the Club Captain will be in addition to any exemption that may be granted by the patrol captain.

### **Failure to comply with patrol obligations**

6. (a) Patrol captains may report to the Club Captain any member who fails to comply with his or her patrol obligations as set out in clause 3..
  - (b) Unless satisfied of the reason for doing so, the Club Captain or delegate may impose an extra rostered patrol on a member who is reported by a patrol captain for a breach of their patrol obligations..
  - (c) Any person who the patrol captain believes is in breach of his or her patrol obligations as outlined in clause 3 may, in addition to any action taken by the Club captain under 6(b), be stricken from the patrol log for that patrol by the patrol captain. Any member stricken from the patrol log will be deemed to have missed the patrol.

- (d) A member may appeal to the Club Captain or delegate against a decision of the patrol captain to strike the member from the patrol log.
- (e) Any decision on the appeal by the Club Captain or delegate will be final.

### **Missed patrols**

- 7. (a) Any member who misses a rostered patrol (not including for proven sickness or as a result of being granted an exemption under clause 5) shall, unless excused by the Club Captain or delegate, be required to complete a make-up patrol.
- (b) Any member who misses two rostered patrols (not including for proven sickness or approved exemptions) shall, unless excused by the Club Captain or delegate, be required to complete one make-up patrol and one penalty patrol.
- (c) Unless otherwise approved by the Club Captain or delegate, all make-up patrols and penalty patrols must be completed prior to the member's next rostered patrol.
- (d) If a member misses three or more rostered patrols in any season without having completed all relevant make-up and penalty patrols (not including for proven sickness or approved exemptions), he or she may be required to show cause to the Executive Committee why they should not be subject to further action by the Committee. Further action may include suspension from the Club or cancellation of membership.

### **Completion of patrol**

- 8. (a) If patrol members complete their rostered patrol period and insufficient members of the in-coming patrol attend to replace them, the patrol captain of the finishing patrol shall report the matter to the Club Captain or other authorised club member.
- (b) The out-going patrol captain shall ensure sufficient members of the finishing patrol remain on duty until they are relieved by other members.
- (c) The last patrol of each day must ensure that all surf life saving equipment is returned to the club, the IRB and ATV are hosed out and re-fuelled and that all two way radios are put on charge after signing off in accordance with authorised procedures.

### **Calculation of patrol hours performed, including for competition purposes**

- 9. (a) For the purposes of calculating patrol hours (including for competition purposes), time spent undertaking rostered patrols, substitute patrols, voluntary patrols, make-up patrols, water safety for junior activities, water safety at senior and junior carnivals, voluntary patrols for SLSA approved Support Operations, Duty Officer responsibilities and any other activities that may be

approved by SLSA will be counted, provided it is entered onto the club patrol logs

- (b) For the purposes of determining whether a member meets the requirements for reserve active and long service membership, a minimum of 25 hours patrol service per season is required.
- (c) Members wishing to compete for the club must complete at least 25 hours of patrol service between 1 January and 31 December in each year.

**Acknowledgement by Patrol Member**

I .....

Having been allocated to a rostered patrol at the club agree that I –

- 1. Have read the attached patrol rules and understand my obligations in respect of undertaking patrol duties with the Club.
- 2. Understand the steps I need to undertake in order to seek an exemption from patrol duties or arrange for a substitute to undertake those duties on my behalf
- 3. Unless excused, will be required to perform extra patrols if I miss my rostered patrols and that any extra patrols need to be completed before my next rostered patrol
- 4. May be subject to other penalties if I miss three or more rostered patrols
- 5. Need to complete at least 25 hours of patrols between the 1 January to 31 December each year if I wish to compete for the club

.....

Member's signature

**Acknowledgement by Parent or Guardian (where the member is under the age of 18)**

I .....

the parent/guardian\* of ....., who has been allocated a rostered patrol at the club, acknowledge that I have explained the attached patrol rules to my son/daughter\* and am confident he/she\* understands his/her obligations in respect of those rules.

I also acknowledge I understand my son's/daughter's\* obligations in respect of the rules

.....

Parent or Guardian's signature (if applicable)

Date

\*delete as applicable

