

Commencement Date

This Patrol Standard has been in place since 1st October 2010 and revised in September 2015..

1. Purpose

To ensure timely direction and guidance and to promote a consistent approach to the requirements related to Volunteer Patrol Lifesavers.

2. Application

This Standard applies to all Mullaloo Surf Life Saving Club patrol members.

3. Definitions

Life Member	A person who has been granted Life Membership of Mullaloo SLSC
Club Officer	A person who has been appointed to a particular role within Mullaloo SLSC. This includes Club Officers as identified in the Club Constitution and other members appointed to key roles.
Active Reserve	Other people who take on key volunteer roles may be included, as determined by the Board of Management, each year. The <i>Mullaloo SLSC By-Laws (Section 6.1.2(b))</i> (September 2012) specifies the conditions for granting of Active Reserve status for patrolling purposes.
Long Service	The <i>Mullaloo SLSC Club By-Laws (Section 6.1.2)</i> specifies the conditions for granting of Long Service status for patrolling purposes.
Patrol shift	Refers to the period from reporting time (15 minutes before the patrol start time) to conclusion of the patrol, as rostered.
Water safety	The provision of qualified and proficient lifesavers to more closely monitor the safety of members participating in club or competition activities. More commonly applied to Junior Activities (Nipper) events. Water safety duties may be performed at Mullaloo, or at another beach where an SLSWA approved competition event is held
Rostered patrol	The patrol schedule is prepared as a rolling roster prior to season start. The Patrol roster indicates the dates each patrol is on duty, and the time period allocated to each Patrol. The duration of Patrols varies each month, and may require two or three different Patrol groups on any day, depending on the duration of service hours required. Water Safety Patrol shifts are additional to rostered patrols and are required from time to time.
Substitute hours	These are the hours worked by a member who is replacing another member, by prior arrangement. The member actually working the hours receives the credit. The member for whom the hours are being done will not be required to fulfill

Make-up hours. The member unable to attend their rostered patrol shall contact the Patrol Captain and where possible, arrange a substitute patrol member. The substitute patrol member shall have similar qualifications.

Voluntary hours They are entered in SurfGuard as Substitute hours, and count towards both competition and club rebate hours.
These are patrol hours worked by a member who wishes to perform additional Patrol duties.

Water Safety Patrol They are entered in Surf Guard as Voluntary hours, and count towards both competition and club rebate hours
This is a separate patrol, made up of appropriately qualified and proficient members who wish to provide service in this specific area.

Make-up hours They are entered in SurfGuard as Water Safety hours, and count towards both competition and club rebate hours
These are the additional patrol hours a member is required to fulfill, in order to address their rostered hours requirement. Make-up hours are not required where a member is absent from their rostered patrol for a legitimate reason, e.g. work, illness or other personal/work emergency, and who has appropriately notified the relevant Patrol Captain.

Members are required to fulfill Make-up hours within 30 days.

Penalty hours The Patrol Log must be marked **MAKE-UP** and **not** VOLUNTARY when Make-up hours are worked. This is to ensure the Surf Club office knows what classification of duty to enter into the Surf Guard record
These are the patrol hours that may be assigned to a member who has been in breach of their patrol obligations on more than two occasions, without reasonable cause or prior advice to the Patrol Captain. This is to assure an appropriate number and skill mix of patrolling members is available for the patrol on each occasion.

The Lifesaving Committee will then investigate the situation and, where necessary, refer the matter to the Disciplinary Committee for review and decision.

Penalty patrol hours will not count for the internal Club membership renewal rebate in the following season

Patrol Captain qualifications
Club Membership fee rebate eligibility
Patrol Captains are required to hold the Silver Medallion – Basic Beach Management qualification.
The following criteria apply:

- Active Patrol = Proficient, with the minimum of 30 patrol hours in the previous season, as specified by the Board of Management
- Life Member/Board of Management member = Full, unconditional rebate
- (Patrol) Long Service = Proficient in the previous season
- (Patrol) Reserve Active = Proficient, with a minimum of eight (8) hours patrol, in the previous season
- Other Service = **Voluntary service** to the club in any area, **with eligibility criteria as approved by the Board of Management, each year**. Examples MAY include Club Officers, Coaches, Age Group Managers

NOTE: Only one rebate per family membership applies, regardless of the number of eligible family members covered by that membership

Refer to the current list of Life Members, Board of Management, Reserve Active, Long Service, Club Officers (any classification)

4. Criteria

4.1 The limits of patrol area/s shall be determined by the Patrol Captain. The Service Agreement with the City of Joondalup provides a reference for the maximum distance (600 metres) for the location of the patrol in relation to the club building.

4.2 Members shall be dressed in accordance with national patrol uniform guidelines, including wearing the patrol cap.

4.3 Patrol members are required to personally sign on for duty in the appropriate Logbook, indicating time of commencement. The Patrol Captain is responsible for ensuring sign off times are completed accurately.

4.4 Members are required to pass an annual proficiency test, prior to 31st December, each year, to undertake patrol duties.

4.5 Members deemed as proficient shall be allocated for patrol duty, appropriate to their membership classification. Proficient members will be allocated to a patrol at the start of the patrol season. Members may apply, in writing, to the Manager of Lifesaving to request a transfer to another Patrol.

4.6 Patrol members shall obey all reasonable instructions of the Patrol Captain in the general work of patrols.

4.7 Members are required to meet their rostered patrol commitments, appropriate to their membership classification. This helps to ensure the right number and skill mix of members are on duty.

4.8 All patrol shifts must be completed in full. The member shall arrive 15 minutes prior to the commencement of the patrol. Completed Patrol hours will be recorded, including the 15 minutes set-up/briefing time.

Absences with reasonable cause, e.g. work commitments, illness or other emergency will be recorded as Excused in SurfGuard, and the member will not be required to do Make-up hours.

4.9 Competition patrol hours shall only be calculated on the following personal hours completed: rostered, substitute, water safety, make up and voluntary patrols.

4.10 All-Terrain Vehicle (ATV) and 4 Wheel Drive (4WD) vehicles are only to be used by suitably qualified and proficient patrolling members. Members are to hold relevant vehicle driver qualifications. A 4WD/ATV shall not exceed 20km/hr under normal operating conditions. The speed limit in densely occupied beach areas, and between the red and yellow flags, is 5km/hr. Headlights and hazard lights shall be ON at all times whilst the vehicle is operating. Each person in a vehicle must be seated on a seat and wearing a seat belt.

Emergency situations requiring transfer of patients on the 4WD vehicle tray may require patrol members to be seated on the vehicle tray. The vehicle driver is responsible for ensuring the safety of personnel required to ride on the vehicle tray in these situations.

The Driver is responsible for ensuring all loose items are securely fastened to the vehicle and the vehicle is driven in a responsible manner.

4.12 Only proficient SRC and BM qualified members are eligible to act as water safety personnel for any water based SLSA activity, and are required to use only SLSA approved and rescue ready equipment.

4.13 Eligibility for the Club Patrol Rebate. The minimum number of patrol hours required within the patrol season of the preceding year shall be as specified by the Board of Management, each year. Club Patrol Rebate hours shall only be calculated on the following personal hours completed:

- Rostered
- Substitute
- Voluntary
- Water Safety
- Make-up.

4.14 Management of the Water Safety Patrol. A dedicated Water Safety Patrol is established with its own Water Safety Officer. The Water Safety Patrol Captain works in conjunction with the duty Patrol Captain. The duty Patrol Captain is in overall charge of all activities.

Water Safety patrol members are required to sign on at 0845 hours and sign off at the conclusion of water based activities. This addresses the standard minimum of the three hour patrol shift duration.

It is recommended that Water Safety personnel liaise with the Water Safety Patrol Captain to ensure the minimum number of personnel is available for water safety duties at the club.

Members who perform their Water Safety patrol obligations are eligible for the membership rebate in the following season, and to have these hours credited for competition purposes.