



Dear Members,

I would like to welcome you or welcome you back to Clovelly Surf Life Saving Club. Clovelly Surf Life Saving Club was founded in 1906 and has a proud history. Our Club has achieved recognition through outstanding rescues, lifesaving achievements and representation at international sporting events.

Today, Clovelly Surf Life Saving Club is a family-oriented club, fostering the junior members into the senior club as well as providing prevention and safety for the community and ensuring the highest standards of lifesaving practices are achieved in our area.

As a member, not only will you be patrolling Clovelly, but you have opportunities to compete for the club, gain additional lifesaving qualifications, participate in social activities and assist with the governance and strategic direction of the club.

If you are interested in in any of these areas or would like more information, please contact your Patrol Captain or any of Clovelly's Management Committee.

I hope to see you around the club this season!

A handwritten signature in black ink, appearing to read "Kim Davey". The signature is stylized and cursive.

Kim Davey
Clovelly SLSC Club Captain



Clovelly SLSC Code of Conduct

As a Clovelly SLSC Member you should meet the following requirements about your conduct during any Clovelly SLSC sanctioned activity.

- respect the rights, dignity and worth of others,
- be fair, considerate, and honest in all dealings with others,
- be professional in, and accept responsibility for, your actions,
- make a commitment to provide quality service,
- be aware of, and maintain upcoming adherence to, SLSA standards, rules, regulations and policies,
- operate within the rules of surf lifesaving including national and international guidelines.

Clovelly Surf Life Saving Club expects all members, supporters, advisors, and associates to abide by a Code of Conduct that upholds the principles and values of the organisation. Members should always recognise that they have a responsibility to a duty of care to all members of SLSA. Specifically:

- understand the possible consequences if you breach Clovelly SLSC Code of Conduct,
- immediately report any breaches of the Clovelly SLSC Code of Conduct to the appropriate authorities,
- refrain from any form of abuse towards others,
- refrain from any form of harassment towards others,
- provide a safe environment for the conduct of the activity in accordance with relevant Clovelly SLSC/ Sydney Branch/ SLSNSW/SLSA policy,
- show concern and caution towards others who may be sick or injured,
- be a positive role model.

Clovelly SLSC By-Laws: https://www.clovellysurfclub.com.au/uploads/1/3/8/5/138584587/by-laws_adopted_10_july_2024.pdf

Clovelly SLSC Constitution:

https://www.clovellysurfclub.com.au/uploads/1/3/8/5/138584587/constitution_adopted_at_agm_2023.pdf

SLSA policies can be found at:

<https://sls.com.au/governance/#policies>



To be eligible to patrol at Clovelly all members need to be:

Financial – submitted an online renewal form and paid – if you are not sure please email registrar@clovellysurfclub.com.au

Proficient – you can check your proficiency status for all your Award(s) in your [Members Area](#) account. Once logged in click Memberships > Awards.

When am I rostered to patrol?

You can view your roster in your [Members Area](#) account. If you login to your account on your mobile device you can download the roster to the calendar on your phone. Once logged in click Patrols > Patrol Roster. You can also access the Patrol Roster on TeamsApp > Documents.

The first patrol of this season is on 28th September 2024 and the last patrol is on 27th April 2025. Patrol hours have changed slightly, from 9am to 4pm during fringe season and from 9am to 6pm during regular season. *Note:* During the Nippers season, between October 20th to Sunday March 24th 2024, Sunday patrols start at 8:30 am.

Which Patrol Team am I on?

You can view the patrol team you are in once logged in to your [Members Area](#) account. Once logged in click Patrols > Patrol Roster.

Patrol substitutions/swaps

The club uses the substitution/swap function in the Members Area for **ALL** Patrolling Members to request and accept subs. It is an expectation that at the time of requesting a sub, **that you accept a sub request for another member**. Members who fail to arrange a substitution and do not inform their Patrol Captain are in breach of the rules relating to lifesaving. Failure to make up hours after two missed patrols will result in access to the club being restricted. Once hours are made up, access will be reinstated. Any member who continues to fail to complete patrolling obligations may be referred to the Club's Judiciary Committee.

Need a patrol sub?

Browse to the [Members Area](#) and login. Select Patrols > Patrol Roster, find the patrol you need a Sub for and click "I need a substitute" If your substitute request is not accepted by another patrolling member you need to let your Patrol Captain know as soon as possible.

Need to make up a patrol?

If you miss a patrol or arrange a substitute for a patrol you need to make the patrol up . Browse to the [Members Area](#) and login. Select Patrols > Patrol Swap, find a patrol that you are able to do and click "I can do this" .

If you have any problems requesting or accepting subs please email: lifesaving@clovellysurfclub.com.au

Annual Skills Maintenance (Proficiency):

Members must complete their BM/SRC Skills Maintenance before the 31st December of each year. This is a refresher of your CPR, rescue techniques, any other lifesaving updates and a Run-Swim-Run. Members who do not complete their skills maintenance by 31st December, are not permitted to patrol, may have their membership archived, and their key fob deactivated. For a



late skills maintenance, you must apply and make special arrangements with the [Chief Training Officer](#).

To book a maintenance session and to complete the e-learning prior to attending your selected session, please go to the Members area and follow these instructions:

Members will need to register for these sessions and **complete the e-learning prior to attending**. Please follow these steps

1. Log into your [Members Area](#) account, select the 'e-learning' tab which will redirect you to the e-learning platform.
2. **Register for a Skills Maintenance Session** - select '**Training Event**' a calendar will be displayed > make sure Clovelly is the club selected. Please enrol for the appropriate session.
3. **Access Sills Maintenance eLearning** – eLearning for the following awards should display if you hold the award. You only need to complete the eLearning for the Award you want to be proficient in for the 2024/25 season. eg If you hold a SRC & BM you only need to do the eLearning for BM. If you don't see these in My Training, click Training Library > SLS

We also encourage you to complete the skills maintenance for other awards, such as IRB Crew and IRB Driver.

Remember to check the newsletter and communications via the TeamApp for upcoming First Aid, Silver Medallion and IRB Crew courses. You can also write to: education@clovellysurfclub.com.au

If you know anyone interested in obtaining their Bronze Medallion (first course of the season commences on the 19th October), you can send them this link:

<https://mail.google.com/mail/u/0/#inbox/KtbxLvHgNjpQMsmddSvZbXDQrQTCdHGwjB?compose=CllgCJNsMWWkMWqNPwZsqdgMQzSGZJmfkLhMZNccwhlFFdRKsvCSHkZvQbzXlgmDfIFTCPpWVqV>

Who do I contact if I have any questions about my patrol team, roster or subs?

Your key point of contact is your Patrol Captain (PC).

Patrol Team	Patrol Captain
Team 01	Tom Barker
Team 02	Martin LaNauze
Team 03	Shelby Johnson/ Justin Sayer
Team 04	Timothy Carey
Team 05	James Collins
Team 06	Roslyn Manuel
Team 07	Mark Sawicki
Team 08	Andrew Lincoln
Team 09	Cheree D'Ornay
Team 10	Athenia Pascoe
Team 11	Leanne Porter
Team 12	Bianca Manuel
Team 13	Simon McLevie



Parking while you are on patrol

The council has allocated eight parking spaces for Clovelly SLSC patrolling members that are on patrol. The club is liaising with the council to receive parking permits. Parking permits must be displayed in your car while you are parked in the designated parking spots.

Please note that the council regularly visits the parking lot and will issue penalty notices to cars that are parked in the designated area without a council-issued parking permit. If you receive a penalty notice, you can appeal it by sending back the image of the parking permit and a screenshot of the Members Area with your name on the list of the patrolling members for that day at that time. It is down to members to

Please note that the parking spots are reserved for current members (not family members or friends) that are **on patrol during that day and time**. If you are not on patrol, you cannot park in a patrol spot. We also thank you in advance for being considerate of other patrolling members and moving your car to a different spot once your patrol has finished.

Patrol Procedures

START OF PATROL	END OF PATROL
<p>All members arrive at least 15mins prior to start</p> <p>Minimum standards assessed (numbers, quals)</p> <p>Introductions with the on-duty Council Lifeguard</p> <p>Equipment should be checked and set up for patrol (Including Oxygen stores and AED self-test)</p> <p>Paperwork/Operations App completed</p> <p>A 'Patrol Briefing' should be conducted with all patrol members, discussing:</p> <ul style="list-style-type: none"> - Roles/Responsibilities - Scanning and Surveillance - Carrying tubes + radios when on beach - Radio Use (channels / call-signs) - Rotation Roster (Tent-Roving-Break-Tent) - Uniform standards & public image - Particular hazards / risks - Rules around leaving the patrol (asking Patrol Captain) - Use of SSV- Full Drivers Licence required and must have undertaken SSV Induction - Any equipment issues - Activities and training/scenarios for the day (in quiet times) - Inductions/introductions of any new members or substitutes 	<p>Scanning/Surveillance maintained by at least 1 Lifesaver during 'pack-up'</p> <p>Rescue equipment still available during 'pack-up'</p> <p>Paperwork/Operations App fully completed</p> <p>All equipment cleaned and appropriately stored</p> <p>Radios placed on charge</p> <p>IRB and SSV stored 'Rescue Ready' for after-hours callouts</p> <p>Any supply requirements or equipment damage/failures reported (same day) to the appropriate club officer</p> <p>A 'Patrol Debrief' should be conducted with all patrol members, discussing:</p> <ul style="list-style-type: none"> - Rescues/incidents and key activities from the day (standout performances) - Any questions/concerns from the members - Upcoming events/opportunities - Training options / needs / desires - Rescue of the Month nominations - Next patrol date

SLSA Patrol Uniform Policy

SLS Uniform Requirement		
Environment	Minimum Requirement	Recommended Additional Items
Land	<ul style="list-style-type: none"> • SLSA approved patrol shirt • SLSA approved patrol shorts • SLSA approved red and yellow quartered patrol cap (Aquatic Rescue Qualified only)** • State approved wide brimmed hat / peaked cap or beanie 	<ul style="list-style-type: none"> • Sunglasses • State approved tracksuit pants • State approved jumpers • SLSA approved wind jackets
Water	<ul style="list-style-type: none"> • Swimming costume • SLSA approved red and yellow quartered patrol cap (Aquatic Rescue Qualified only) 	<ul style="list-style-type: none"> • SLSA approved rash shirt
IRB	<ul style="list-style-type: none"> • Swimming costume 	<ul style="list-style-type: none"> • Sunglasses

	<ul style="list-style-type: none"> • SLSA approved red and yellow quartered patrol cap (Aquatic Rescue Qualified only) • Approved Level 50 Lifejacket 	<ul style="list-style-type: none"> • State approved wide brimmed hat / peaked cap • SLSA approved rash shirt
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** SLSA approved red and yellow quartered patrol cap (Aquatic Rescue Qualified only) to be worn or carried as detailed in clause 4.d,e & f of [document 1.05 on Patrol Uniforms](#).

Any items of the SLSA patrol uniform shall ONLY be worn while on direct travel to or from patrol, while on patrol or when attending official surf lifesaving functions and community education activities e.g. media promotions of surf lifesaving.

More information on Patrol Operations can be found in the Clovelly Patrol Operations Manual (a copy of which can be found in the Patrol Room).

Patrol Requirements for Specific Membership Categories

Active 18yrs and Over

Must complete all rostered patrols. If you cannot attend a patrol, please let your Patrol Captain know and then login to the Members Area to request a substitute. If you cannot get a substitute, you let your patrol captain know at **least 48 hours before** your rostered patrol.

If you are unable to make a patrol, you must make up your patrol hours by taking a substitute.

Repeated failure to make attend patrol/complete patrolling obligations may result in access to the club being removed until patrolling obligations are fulfilled. Repeated failure to fulfil patrolling obligations may result in member being referred to the clubs Judiciary Committee

Active 15-18yrs

Must complete all rostered patrols, however, we appreciate that you may have compulsory school commitments (both academia and co-curricular). If you cannot attend a patrol, please let your Patrol Captain know and then log into the Members Area to request a substitute. If you cannot get a substitute let your patrol captain know at least 48 hours before your rostered patrol.

Cadet (SRC)

Cadet members have been allocated to a patrol team, however, there is flexibility to this arrangement. We appreciate that you may have compulsory school commitments (both academia and co-curricular). If you cannot attend a patrol, please let your Patrol Captain know and then log into the Members Area to request a substitute. If you cannot get a substitute let your patrol captain know at least 48 hours before your rostered patrol.

Cadets can patrol on their allocated team **and/or** do Nippers Water Safety on a Sunday morning. If a Cadet member signs on to a rostered patrol, we ask that you stay for a minimum of 2 hours if possible. Cadet members assisting with Nipper Water Safety on a Sunday morning must make themselves known to the Nipper Water Safety Co-Ordinator and sign on to the water safety log. If you don't sign on your hours will not be logged.

Patrol Hours requirements for Cadet Members (SRC Award Holders only) for the season are as follows:

1. Must complete **10 hours** (rostered patrols or nipper water safety)

Reserve Active

After completing 10 years of active service, members transition to Active Reserve and are required



to complete 16 hours of patrols during the season. We encourage Active Reserve Members to login to the Members Area on a regular basis and accept sub requests. This assists those active members who need a sub and helps to ensure the patrols have adequate strength.

No Shows

Not showing up for patrol without notifying your Patrol Captain can have a serious impact on your patrol team and lifesaving operations at Clovelly SLSC. Members who “no show” during the season are in breach of the club rules and may be referred to the Club’s Judiciary Committee.

Contacts

First point of contact is your Patrol Captain. If your Patrol Captain is not able to assist, please email: lifesaving@clovellysurfclub.com.au