



Ballina Lighthouse & Lismore Surf Life Saving Club Inc

Founded 13th September, 1933

PHONE (02) 6686 4163
PO Box 590
BALLINA NSW 2478

Wednesday 27th October 2004

Dear Patrolling Member,

As we begin another patrolling season, we would like to advise you of some important dates and issues regarding the 2004-2005 season. We are aware that you already give so much time to the club in patrolling beaches, training and other club activities and we trust that the following pages can assist in notifying you of some changes that have occurred regarding patrols and to reiterate some main points you need to remember. We ask that you please take the time to read the following information carefully and discuss it with your patrol captain or club captain if necessary.

1. PROFICIENCIES

All active lifesavers are required to complete a proficiency test to prove competency in the lifesaving award/s they hold and in which they wish to remain current. Proficiency tests are necessary because they:

- Ensure the ongoing competency of members in their area of training and activities
- Maintain the standards of knowledge and expertise of surf life savers
- Fulfil occupational health & safety, legal & statutory requirements.
- Reinforce and maintain our service commitment to the bathing and beach going community

Below is information on what you will be tested on for you specific award/s, followed by dates of proficiencies in the FNC Branch.

Bronze Medallion

i) Signals

Prior to the Run-Swim-Run members must successfully pass two SLSA approved signals, one of which must be "Assistance Required".

ii) Run-Swim-Run

Run (200m) - Swim (200m total: 90m out from waist depth water, 20m across & 90m back to waist deep water) - Run (200m). This course shall be completed in eight (8) minutes.

iii) Resuscitation

Assessment of patient, EAR/CPR, 1 and 2 person (adult or child or infant) on a manikin.

Surf Rescue Certificate

i) Signals

Prior to the Run-Swim-Run members must successfully pass two SLSA approved signals, one of which must be "Assistance Required".

ii) Run-Swim-Run

Run (100m) - Swim (100m: 40m out from waist deep water, 20m across and 40m back to waist deep water) - Run (100m). This course shall be completed in five (5) minutes.

iii) Resuscitation

Assessment of patient and EAR, 1 person (adult or child or infant) on a manikin.

IRB Crewman

Note: The IRB crewperson in-depth proficiency is no longer available. Those IRB crew holders who have not completed the IRB crew in-depth proficiency or completed their IRB crew person award prior to 1st July 2002 and wish to crew the IRB this season will be required to complete the IRB crew award this season.

- Correctly answer five questions on safety and the SLSA Powercraft Code of Conduct.
- Demonstrate effective and safe crewing practice and ability including but not limited to:
 - Parallel running
 - Figure eights
 - Response to signals
 - Negotiation of surf as required

- Other crewing skills to be deemed as competent
- Demonstrate patient rescue

All IRB Crew must have successfully completed a proficiency check for the Bronze Medallion as outlined above, and show their competence in current IRB crewing techniques.

IRB Drivers

All IRB drivers must have successfully completed a proficiency check for the Bronze Medallion and IRB crew as outlined above, and show their competence in current IRB driving techniques.

This will include:

- i) Correctly answer five questions on safety and the SLSA Powercraft Code of Conduct
- ii) As a driver, demonstrate patient rescue in the break, minimum wave size of 1 meter
- iii) As a driver demonstrate patient lift, exit, carry, lay and assess

Note: If the member has a Full Waterways License, proof of Waterways License must be supplied before the Proficiency Test is undertaken. If the member will only be driving an IRB strictly for surf lifesaving purposes they will be checked for proficiency and will be given their IRB proficiency number as their Waterways Silver Medallion (IRB Driver) Licence/Proficiency number which is strictly for surf life saving purposes only.

Advanced Resuscitation Certificate (ARC)

i) Resuscitation

Assessment of patient, EAR/CPR, 1 and 2 person (adult or child or infant).

ii) Air Bag Resuscitator

Use of air bag resuscitator on conscious/unconscious patient(s), eg therapy and resuscitation.

iii) Oropharyngeal (OP) Airway

Demonstration of measuring, inserting and removal of an OP airway. It is **not** mandatory for this demonstration to be done on a manikin. If an airway manikin isn't available this section may be demonstrated by:

- Showing the measurement points on a human
- An explanation of insertion showing the 180 degree twist and
- Explanation of removal
- Further questioning if applicable

iv) Spinal neck brace

Assessment of measurement and application

		Proficiency Dates	
BALLINA	Shelly Beach	31 st October 2004	8.30 AM
EVANS HEAD	At the Clubhouse	28 th November 2004	8.30 AM

2. RADIOS

Since the removal of the Branch Radio Headquarters from the Lighthouse Beach Clubhouse we now no longer use channel 1 to contact Ballina Surf. The new channel we now use is **Channel 3**. However we have found that this channel can become quite distorted and scratchy in some areas of Shelly Beach. Below are some tips to get a better signal when receiving and transmitting radio messages:

- Always hold the radio upright (never lie the radio on the floor of the patrol shelter string it up to the roof so it remains upright)
- Face North when transmitting a radio message
- If you are having difficulty transmitting, the grassed area in front of the club has proved to give the clearest signal so far
- Use channel 1 when transmitting to an IRB

The club has purchased a new antenna for one of the hand held radios this radio is to remain on the beach at all times and is to be placed in the clear protective cover. While the other hand held radio may go out to sea in the IRB harness and water proof cover. Please be aware that the large waterproof IRB radio dose not work anymore, so from now on the hand held radio in the IRB harness will be the radio used in the IRB until the Waterproof IRB radio is fixed. Therefore the hand held IRB radio will be switched to channel 1 and the beach radio will be placed on 'scan' which is done by quickly pressing the 'A' button when the radio is unlocked.

Remember - Turn the radio off after every patrol and place both radios in their chargers. The charger light will turn red if the radio has been inserted correctly. And don't forget to lock the radio cupboard.

3. CLUBHOUSE KEYS

This season there have been some changes of patrol captains, these patrol captains need to get a key to the Shelly Beach Clubhouse in order to open the clubhouse for their patrol. Those patrol captains that need a key will need to contact Kaylene Carey – 66876461 to obtain one. Those people who are not patrol captains this season and still have a key from 2003-2004 season could you please return your key to Kaylene and your name will be marked off.

4. PATROL UNIFORMS

All members are required to wear their full DHL patrol uniform, which was issued to you last season. This includes:

- DHL patrol shirt
- DHL patrol shorts
- Patrol cap

We ask that no member wear any other patrol uniform other than this DHL uniform. If you did not receive a DHL patrol uniform last season you can get on off Will Keane – 0409320302.

5. TRACTOR

In order to keep the tractor running efficiently we ask that those who are qualified and trained in driving the tractor remember these points when using it:

- Check fuel
- Turn on fuel
- Twist the green nob on the battery till it is firm
- Turn the key
- Start the tractor

Similarly when the tractor is not in use or at the end of the patrol:

- Turn off fuel
- Twist green nob on the battery so it is loose
- Take key out of ignition
- Put on the brake

6. FILLING IN THE LOGBOOK

Some people have been filling in the patrol logbook incorrectly. In column 5 (Patrol Type) many people have been putting VOL. However this is incorrect unless you are not rostered for patrol on that day. Members should only put VOL if they want to do a voluntary patrol (Not Rostered) to build up their hours. If you are rostered on patrol that day there is no need to fill in column 5.

Award or Duty	Rostered Members Name (please print)		Substitutes Name (Please print)	Signature	Patrol Type Penalty / Sub / Voluntary	TIME ON	TIME OFF	TOTAL TIME
	Surname	Given Name						

Column 5



Please remember to fill in all required sections both front and back of the book, and please note that there are now some new sections on the back of the form that are different from last season so please read carefully and fill in correctly and accurately. These little points all help at the end of the season when adding up an individuals patrolling hours and tallying rescues etc.

REMEMBER LOG BOOKS ARE USED AS EVIDENCE

Log books (patrol, radio, IRB) can and have been called into courts as documentary evidence. Therefore, members should ensure all logs are kept in a precise, neat and accurate manner. All persons involved should make written notes of any incident as soon as possible.

7. MAJOR INCIDENTS ON PATROL

All major incidents need to be reported to the Club Captain eg. When an ambulance or helicopter is needed or in the situation of a major rescue. These major incidents now have to be reported and recorded in a national incident database. Below is a guide S.L.S.N.S.W. issued for major incidents in Circular 1050 pg.32

AFTER THE INCIDENT, WHO TAKES CHARGE?

In the case of an accident occurring, the senior club officer present should take charge of the situation. This may be a patrol captain or a club officer. At the time of an accident the first priority is to keep calm and attend to the problem at hand. Items, such as SLSA backup services, medical treatment, crowd control, transport of patient to a first aid room or hospital, are all items that are top priority and require immediate attention. Remember, incorrect treatment or treatment of a dubious standard, can invite legal concern.

WHAT ACTION IS TO BE TAKEN?

As soon as the immediate problem of the accident is controlled, the senior club officer must take full notes of the accident. The Incident Log book should be available to assist the officer with the collection of relevant information.

- *Times*
- *Sea conditions*
- *Wind direction*
- *Persons involved*
- *Names and addresses of witnesses*
- *Sequence of events*
- *Purpose and use of equipment*
- *Crew*
- *Speed of craft, etc*
- *Ensure all log books are completed.*

The Branch Life Saving Director should be advised as soon as possible.

8. LIFESAVING EQUIPMENT

After a patrol all equipment should be stored away both clean and neatly in its designated or usual spot ready for the next patrol or emergency. IRB's should be refuelled and not have any equipment (eg. rescue boards) in them. If a emergency occurs rescuers need and easy access and a smooth launch into the rescue.

Any damages to the clubhouse or to any piece of lifesaving equipment while you are on patrol needs to be recorded in the patrol log book on the reverse side of the patrol form under "Gear and Equipment" this is vital as it can be checked regularly by the clubs gear steward Warren Lusted – 66814331 and repaired as soon as possible.

9. APOLOGIES

Apologies to those patrolling members whose names were spelt incorrectly on this seasons patrol roster. A patrol roster will be stuck to the wall near the patrol log book at Shelly Beach clubhouse for you to fix any spelling mistakes and also for some members to inform us of your phone numbers. Also next to the log book will be membership forms. ALL patrolling members need to fill in a form and post it to – BALLINA S.L.S.C., PO Box 590 BALLINA NSW 2478, along with \$20. Membership is essential for all patrolling members for insurance purposes. All patrol captains should make sure their members have signed-up for season 2004-2005.

Wishing you all the best for this patrolling season

Will Keane
CLUB CAPTAIN

Joe Keane
VICE CLUB CAPTAIN