



NEW MEMBER INFORMATION SHEET 2009-2010

Welcome to Avoca Beach Surf Life Saving Club, we hope your time with us is enjoyable and that you reap many rewards through your involvement with this volunteer organisation that provides such a valuable community service.

A BRIEF HISTORY OF THE CLUB:

On 6 January 1929, 7 days after a tragic double drowning at Avoca Beach, the community got together and the foundation club for Avoca Beach Surf Life Saving Club was formed. Four months later the club had 12 Foundation Bronze Holders, even though the Club still did not have its own reel! In 1930 the Club gained its first surfboat and a further 6 Bronze Medallion holders.

The first surf carnival was held at Avoca on New Years Day, 1930, and for the next 50 years it was firmly established as an annual event. The first carnival was not just for surfing, it was also a woodchop, horse racing etc. The backbone of many clubs is the Ladies Auxiliary who always work tirelessly for their Club, Avoca is no exception, with the official Ladies Auxiliary launched in 1946. In 1965 Avoca Beach Nippers commenced and has continually place in the top 10 Clubs in the State.

The Club has had a long and successful history in the competitive arena, from ski paddlers to pillow fighters, from boards to boats. Our Masters have been Branch Champions for a number of years and the competition is always strong amongst our Senior and Junior Members.

In 1929, the Clubhouse was valued at 115 pounds; it was built by voluntary labour and was later relocated to its present position. By 1950's the Clubhouse was far too small for its needs and in 1958 the new plans for a Clubhouse were finalised and the then new Clubhouse completed in the 1964-65 season. 1971 saw a major extension to the back, and then in August 2006, our completely new redesigned and redeveloped Clubhouse was opened.

The Club, since it's re-opening has enjoyed an increase in membership and the Function Centre is proving to be a successful venture. The facilities are also used by numerous community and charity organisations, and various exercise classes.

AVOCA BEACH SURF LIFE SAVING CLUB

A: PO Box 22, Avoca Beach 2251 **P:** (02) 43 821 514 **F:** (02) 43 824 250 **W:** www.avocabeachslsc.asn.au

JOINING THE CLUB

To join the Club as an Associate Member you must be over 35 years of age and as an Associate Member you will have access to the Club toilet and showers, regular newsletters and updates and a copy of the Annual Report.

Those wishing to join the Club under the age of 35 can only do so as a patrolling member of the Club and undertake a bronze medallion course or Radio Operator or an Advanced Resuscitation Course.

The registration period is from time of registration to November the following year.

When becoming a Member of Avoca Beach Surf Life Saving Club, all Members over the age of 18, and parents of those younger must sign the following forms:

- Membership Forms including the back of the form which is the Insurance Form;
- Child Protection Forms, this is a requirement by law that all those who come in contact with children have this form signed. Forms need to be signed on an annual basis

CLUBHOUSE ACCESS

All financial Members are given access to the Club Toilets & Showers and those with craft are given access to their craft areas

Access to the Clubhouse toilets and showers are via a pass-code system. All Members are to supply the Admin Office with their desired 6 digit pass-code, which should not begin with a zero, or be your birth-date.

Access is not generally given to the entire Clubhouse and anyone wishing to increase their access to other areas can submit their request in writing to the Board.

ADMIN OFFICE

The Admin Office is open on Mondays, Thursday afternoons and Saturday mornings and is located on the ground level of the Clubhouse near the lift. Registrations, gym Memberships, Club uniforms can be done at this time.

The Admin Assistant (Anita) is there to provide administrative support to the AB SLSC Directors and Members and does not determine Club policies only assist in administering them. Any issues on any policies are to be taken up with the Board of Directors.

Anyone wishing to conduct meetings or training sessions are requested to book their time with the Admin Office.

SIPPERS

Sunday night Sippers – what a better way to wind up the weekend than with a few drinks on the Surf Club Balcony!

Sippers is generally held throughout the patrolling season on a Sunday night at the Club from 5pm.

GYM

There are gym facilities within Avoca Beach SLSC for the use by financial bronze holding or Associate Members. To make use of these facilities, a Gym levy is payable by the Member.

The Club Gym is accessible only to financial members of both the Club and the Gym. A separate gym levy is payable.

Gym Membership is available from the Admin Office and runs concurrently with the Club Membership year.

Gym Members are requested to cooperate with the Gym Rules and Conditions and assist in keeping the Gym clean and tidy by ensuring they are sand free on entry to the gym and replacing the equipment used. The Gym is cleaned by volunteers so please, consider & assist them.

Non Members are not allowed in the gym

INFORMATION:

AB SLSC endeavours to keep all Members updated on new awards, carnivals, social events, fundraising events and patrolling information by way of regular newsletters. The best way to access information about the Club, is through the website: www.avocabeachslsc.asn.au.

The Avoca Beach Surf Life Saving Calendar available on the net or through the website.

Information regarding patrol hours and rosters; carnivals; SLSA requirements, Policy Statements, Code of Conduct, OH&S, Incident Reporting Procedures can be found in the Members Manual and the SOPS (Standard Operating Procedures) Manual located in the Captains Office.

Copies of the Constitution can be viewed on the Club website or are available from the Admin Office.

Emails & Text Messages

To help us communicate with all our Members and to save money whilst helping the environment, please supply us with your email address so that the Club can email you newsletters and other information as it becomes available.

Please ensure you add the Club email address: **office@avocabeachslsc.asn.au** to your address book so that emails do not get rejected as spam.

Newsletters are regularly available from the Captains Office or are on the Notice Board.

Newsletters will only be sent out in the mail if specifically requested.

The Club also has access to a text service facility, through which the Club can send out text messages as required.

If you do not wish to be contacted by the Club by either of these services, please let us know.

PATROLS

Patrolling the beach is the main function of the Club and we encourage our Members to participate in patrolling duties. Members that are unable to attend their rostered patrols are requested to organise a substitute patrol Member so that the beach can be patrolled and incidents kept to a minimum.

Full patrol uniform consisting of a patrol cap – worn on head, DHL patrol shirt and red shorts are to be worn on patrol at all times. These items will be given to you when you have successfully completed your Bronze Medallion.

Patrolling Members are required to sign on and off each patrol in the Patrol Log Book located in the Captain's Office, or with the Patrol Captain. Please fill out the book clearly: You are required to print your name (surname first) sign your name, write your start time and at the end of your patrol your sign off time. If you are doing a substitute patrol, please fill in the person's name you are substituting for, then your name in the Substitutes column, write 'sub' as the type of patrol, so that hours are allocated correctly.

- **100% Patrol Excellence:** members who have completed their entire rostered patrol hours on their rostered day, with no substitutions.
- **100% Patrol:** Members who have completed their entire rostered patrol hours by rostered, volunteer or substitution hours, and have organised substitutions when they have been unable to attend their rostered time.
- Any member who has not arranged a substitute and has left their patrol short of members, is automatically ineligible for any patrolling recognition.

Patrolling Members are provided with their own sun safe shirt which is to be worn whilst on patrol, sunscreen is found in the Captains Office and patrolling Members are encouraged to reapply this, keep up their fluid intake on a regular basis, and to make use of the shelters provided.

Duty of Care / Public Liability

All Members have a duty of care for the public and fellow Club Members. Public Liability Insurance is cover which is available if a Member of the public or a Surf Life Saving Club Member takes legal action (civil) for alleged negligence against SLSA or its Members – including all financial AB SLSC Members.

Any Member acting in a manner that constitutes wilful misconduct or wilful negligence may not be covered by insurance and could be personally liable for any loss or damage resulting from his/her actions.

A reminder to all Members that we are bound by the SLSA Codes of Conduct

INSURANCE

All financial Members are covered by personal injury insurance. Any Member injured on patrol, at training or through Competition duties etc is covered by WorkCover Insurance. Claim forms can be downloaded from the Club website. Please contact the Admin Office for assistance or when forms have been completed.

AWARDS:

As part of the Surf Life Saving Movement, various awards are available for you to undertake, and we encourage all our Members to achieve these awards. The following awards are offered through the Club:

- **Bronze Medallion** (15 years +)
Please note that before commencing this award, Members must have completed a timed pool swim (400mtrs in 9 minutes) and have purchased their Manual & workbook.
- **Advanced Resuscitation Certificate (ARC)** (15 years +)
- **IRB (Inflatable Rescue Boat)** (17 +) & **IRB Crewman** (15 +)
- **Surf Rescue Certificate** (13 years +)

Other awards available through the SLS Central Coast but need to be booked through the Club

- Accredited 1 Officials Course
- Spinal Management
- Senior First Aid (Work Cover Accredited)
- Advanced emergency Care
- Defibrillation Certificate

Please contact the Club office or check the Club website for up to date information regarding awards.

PARKING

Parking is permitted only in the designated car parks. Parking is NOT permitted in the boat turning area immediately behind the Club. Parking directly in front of the Clubhouse is, as indicated on the signs, for those on patrol duty at that time. Please be aware the Ranger does visit and does inflict fines.

BANK ACCOUNT DETAILS FOR DIRECT DEPOSITS:

Please clearly indicate your surname and what you are paying for Westpac, Gosford. BSB: 032 523, Account: 133394

The Club does have eftpos facilities for all payments, but please note that there is a 2% surcharge on all eftpos transactions.

GOVERNANCE

The Club is run by a Board of Directors who meets the first Tuesday of each month. If you wish to raise an item for discussion, please put this in writing to the Director of Administration, or leave at the Admin Office.

There are also various other committees such as the Life Saving Committee, Surf Sports Panel, Gym Committee, House Committee, Special Events Committee. All personnel are listed on the Club website. The Club encourages all Members to get involved and participate in the various aspects of the Club

COMPETITION

Avoca Surf Life Saving Club has had a long tradition in competing in local carnivals, Branch, Inter-Branch, State and Australian Titles, in Seniors, Nippers, Masters and Boats.

Carnivals are available to all competitors up to the from Under 8 to 60 years+, however with the exception of Nipper carnivals, **patrol hour obligations (25 hours for renewing Members and up to 16 hours for new Members)** must be met before being allowed to compete.

Training is conducted in all disciplines for all ages at various times throughout the week. Please check the website for the most up to date information.

Competitors are reminded that training whilst on patrol is only allowed after consultation and consent from the Patrol Captain. Ski paddling and boat rowing/sweeping is not allowed whilst on patrol - this is a SLS NSW directive.

Levies for Competitors

Competition Levy – this is payable by all competitors and assists with the payment of Carnival entry fees for local, State and Australian Titles, plus other designated specific carnivals. The Club heavily subsidises all entries for all competitors.

Boat Levy – this is payable by all boat rowers & pays for boat specific carnivals. Any residual helps cover the repairs and maintenance of the boats & trailer registrations etc.

Aussie Levies – For those Members attending the Australian Championships, there may be an additional levy for their Aussie Uniform. Once again, both these are heavily subsidised by the Club. This is payable at the time of registering your intention to compete at Aussies.

STAFF AT THE CLUBHOUSE

Admin Assistant – employed for 12-15 hours per week, to provide administrative support, take registrations, function bookings, Club bookkeeping, surf lifesaving database entries, newsletters and maintain website.

Caretaker – duties include maintenance of the Clubhouse and its surrounds, with particular attention to the Clubhouse showers and toilets and cement surrounds.

Functions Manager – who assists hirers with their access and the coordination of their function and oversees the maintenance of the Function Centre.

CODE OF CONDUCT

Avoca Beach Surf Life Saving Club has its own Code of Conduct which Members will be asked to sign. Copies can be found on the web and around the Club.

AB SLSC also endorses the Code of Conduct and Member Protection Policy as stated by Surf Life Saving Australia and is committed to the health, safety and well being of all our Members. AB SLSC encourages all our Members to respect the rights, dignity and worth of all others, and to be fair, considerate and honest. A full copy of the Code can be found in the Captain's Office.

**AVOCA BEACH SLSC MEMBER SAFETY AND WELLBEING
CODE OF CONDUCT**

A Member of Avoca Beach SLSC will:-

1. Agree to abide by the Code of Conduct
2. Be Responsible for the Use of Club Facilities in such a manner as:-
 - a. All financial Members of the Club will have access to the shower and toilets via the Footwash Access Point. Members from the various sections of the Club will have access made available to them for their sectional requirements;
 - b. All requests for increase in access areas are to be submitted in writing to the Board of Directors for approval;
 - c. Non Members are not permitted access to the Club facilities;
 - d. Non Members are not permitted access to any Club equipment unless as part of a Club event or authorised by the Board of ABSLC;
 - e. Members who engage in anti-social behaviour, wilful damage to Club property or bring the Club into disrepute, or assists a non-Member to breach the Code of Conduct or Access policy may, at the discretion of the Club Board, have their access to the Club denied, either temporarily or permanently;
 - f. Access to the Training Room, will be at the discretion of the Director of Lifesaving and/or Patrol Captains for Members to carry out lifesaving patrol duties or training sessions in such a way so as not to cause disruption or interference with the activities in the Function Centre.
 - g. Minors are not permitted in the Function Centre unless under the direct supervision of a responsible adult.
3. Abide by the Dress Code for Function Centre areas consisting of:
 - a. Footwear is to be worn at all times;
 - b. Clothing to include top and bottom for both sexes (note beach towel does not constitute clothing)
 - c. No wet clothing is allowed at any time.
4. Abide by the SLSA Code of Conduct & Member Protection Policy:
 - a. To respect the rights, dignity and worth of others;
 - b. To be fair, considerate and honest in all dealing with others;
 - c. To assist in providing a safe and supporting environment for all our Members and guests.
5. Behaviour in Function Area:
 - a. No vigorous games are permitted in the Function Centre, including all ball games;
 - b. Hirers of Function Centre are responsible for their guests;
6. All areas of the Club are Smoke Free, including balconies, stairwells, or entrance areas.

SPECIAL EVENTS

The Club has several special events throughout the season:

- Hunters Ocean Swim – now in its fifth year, a 2.5 km swim.
- Hunters Rocks to Rocks – Starts with the traditional photo at Avoca Rocks, a walk along the beach to North Avoca & a swim back to the Rocks of South Avoca, sometime in February 2009
- Club Championships, an internal mini carnival,
- Captain's Keg: A wrap up night for all patrolling Members to mark the lowering of the flags!

SPONSORS

Our Sponsors are an important part of our Club and Members are requested to support their services where possible and thank them for their contribution. A full list of sponsors are available on the website and in each newsletter

However special mention and thanks goes to our Gold Sponsors:

Central Coast Mazda
George Brand Real Estate
Gosford City Council
Mitchell Bros. Builders
Premier Fire Protection Services
Raine & Horne - Avoca Beach Real Estate
Robson Civil Projects
UD Trucks

FEES FOR THE 2009-2010 SEASON

Active Member U18, Cadet, Award	\$45
Long Service, Reserve Active	\$45
Associate Member (must be over 35)	\$50
Gym Levy - Active Member	\$50
Gym Levy - Associate Member	\$100
Competition Levy	\$100
Female Swimmers	\$45
Male Swimmers	\$25
Caps, for Competition or patrol...	\$5

The Club also has a large range of Club clothing such as shorts, tops and hats available for sale. Please contact the office for advice of when the Uniform Shop is open.

Fees can be paid by Cheque, cash, credit card (a 2% surcharge applies) or direct deposited into the bank account.