

Welcome to the 2008/09 Patrol Season and thank you for your assistance

Remember you are the face of life saving whilst on patrol and the public have high standards.

Patrol Members are required to wear full patrol uniform consisting of patrol cap, DHL shirt, and red shorts

There are some designated parking spots for those on patrol... With your roster is a parking permit to be displayed on your front windscreen when you are on patrol. The Ranger does come by and does inflict fines.

Access to the Lifesaving Shed is via the touch pad in the Captains Office. F6 needs to be pushed twice to open the garage doors.

Please ensure that sponsors signage is on the beach for every patrol... they support us, so we need to support them!!! UD signs on patrol tent, George Brand Feather on display.

Please assist in keeping the areas clean and tidy....Each patrol should ensure that the Captains Office and the First Aid Room are kept tidy at all times.. if there is an emergency we don't need to be stepping over boards, moving rubbish.

A roving patrol should be dispatched to the lake area for surveillance every hour.

Please ensure that there is radio in the ATV and the IRB at all times and that at each patrol station. Assign someone radio duties who will monitor the radio, report procedures at Surfcom and notate in Radio Log Book.

Remember, you have a duty of care not only to the Public but fellow patrol members.

If you are injured whilst on patrol (or training and competing) please remember we have insurance cover and please do not hesitate to contact the Club for assistance with the paperwork.

PATROL LOG BOOK

As our patrol log books may be used in Coroners Court there are for consistency of completion.

1. Whenever a member is on patrol they are expected to sign the log book with their usual signature.
2. Each page needs to have the Club name printed at the top, where appropriate, Tick "am" or "pm", if on all day tick both boxes. As pages aren't numbered we need to know the chronological order of the documentation.
3. Fill in the Patrol Number or Name, (or Water Safety for Juniors) where appropriate.
4. **The patrol captain (or their delegated person) is to write the number of persons attending during the patrol within the "Z" eg "eleven on patrol", not "11 on patrol".**
5. If a member is doing their rostered patrol it is NOT a voluntary patrol and should not be noted as voluntary. Rostered patrols should be noted as 'Ros'.
6. If there are too many names or patrolling members in attendance for one page, start another page and note it is a continuation of the previous page at the top. **Do not add names below the box.** This page is to be also ruled off and signed off by the Patrol Captain.
7. Do not use pencil in the patrol logbook.
8. If members are claiming hours for "Water Safety for Juniors" Please use the Water Safety Patrol Log Book and mark it with the date, time of day and "Water Safety for Juniors" at the top. Page to be ruled off and signed as above.

Substitutions

9. If you are substituting for another member, please write the person's name who is originally rostered on, and then your name as the Substitute, in the substitutes column. The patrol type should then be filled out as Sub.

Patrol Stats

10. Preventative actions needs to be filled out for every patrol. These statistics are used by the Club and also at Branch, State and National level and help determine funding.
11. Details of rescues are to be filled out on the reverse of the form but if an ambulance was called or you referred the patient on for further treatment, please fill out the Incident Report Log.
12. Please remember this is a legal document and will be retained for a period of 10 years.

Radio Log Book

Is there to record all radio communications, particularly between Surfcom and the Club.