



Policy

Junior Member Supervision

Purpose

This policy sets the minimum standards for supervision of all club members under the age of 18 to comply with lifesaving policy and government legislation to provide a positive, healthy and safe environment for the club's junior members.

Scope

This policy applies to all occasions when junior members participate in any sanctioned club activity. This policy specifically does not apply to private social events that individual members may be invited to attend.

References

- SLSA Member Safety and Wellbeing Policy
- LSV Working With Children Check Policy
- Working With Children Check Legislation
- ISLSC Form – Junior Member Accommodation Agreement
- ISLSC Form – Travel Activity Agreement
- ISLSC Form – Approved Supervisor Agreement
- ISLSC Form – Clubhouse Accommodation Register
- ISLSC Policy – Clubhouse Accommodation and Use

Definitions

CLUB – Inverloch Surf Life Saving Club

JUNIOR MEMBER – All members of the club under the age of 18, who hold membership in the categories, Active (15-18 years), Active Cadet (13-15 years), Junior Activity Member (5-13 years).

PATROL CAPTAIN – Member appointed by the Club Captain to complete the management duties of a patrol.

SANCTIONED CLUB ACTIVITY – Defined as events explicitly approved by the Club Management Committee. These include but are not limited to Patrols, Training Programs, Advertised Social Events, Accommodation at the Club during approved times, Nipper Sessions, Fundraising events.

SENIOR MEMBER – All members of the club over the age of 18 regardless of Membership Category.

Clubhouse Accommodation – Staying Overnight

Junior Members may only stay overnight at the clubhouse at times when arrangements have been made for an Approved Supervisor to be in attendance. The club provides accommodation to Junior Members on patrol weekends. Junior Members may stay at the club at other times, when supervision is arranged and approved by the Club Executive.

Patrol Captain Supervisory Duties

The rostered Patrol Captain is responsible for all Junior Members from the end of patrol on the day before their patrol to the end of patrol on the day of their patrol. Examples: -

1. Responsible for Junior Members on Friday night if they organise for the clubhouse to be open for members to stay on a normal weekend.
2. If the patrol is a Monday patrol, the Patrol Captain is responsible from the end of patrol on the Sunday to the end of patrol on the Monday.

Where a Patrol Captain is not able to complete their duties supervising Junior Members they must find a substitute.



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Curfew

Junior members must be back in the clubhouse by

- SRCs 9.00pm or Sunset (whichever is earlier)
- Under 18 years 10.00pm

And stay in the clubhouse until Sunrise.

For the purpose of participating in social activities (eg: BBQs, Movie Nights) during the evening Junior Members may stay out beyond curfew when the following criteria have been met:

- are in the company of an approved supervisor
- have recorded in the accommodation log that they are out under supervision including:
 - where they are
 - a contact number if available
 - name of approved supervisor

In all cases, junior members registered as staying at the club must return to and stay inside the clubhouse from midnight

Junior Activity Members

Junior Activity Members are not to stay overnight at the clubhouse unless as a part of a sanctioned club event.

ISLSC Form – Junior Member Accommodation Agreement

All Junior Members intending to stay at the club must complete a Junior Member Accommodation Agreement and have the agreement signed by a parent.

A copy of the agreement is to be stored on file in the club accommodation register and the original filed by the club Secretary.

Approved Supervisors

Appointment

The Club Executive Committee is responsible for appointing appropriate members as Approved Supervisors for supervision of Junior Members during Sanctioned Club Activities. To be appointed as an Approved Supervisor club members must meet the following criteria:

- Current financial member of the Club
- Over 18 years of age
- Current Victoria Drivers License (Preferred not mandatory)
- Demonstrated mature behaviour and good judgement
- Hold a current Working With Children Check as required by LSV Policy – Working With Children Check
- Agree to be responsible for the supervision of Junior Members from time to time
- Complete an Approved Supervisor Agreement.

Duties

While undertaking the role of Approved Supervisor members must:

- Ensure alcohol consumption does not impair judgement (eg: ensure Blood Alcohol Concentration is less than 0.05)
- Remain in attendance and be readily available at all times when providing overnight supervision at the club house.
- When offsite maintain an awareness of activities and whereabouts of all Junior Members in your care
- Exercise good judgement in approving activities of Junior Members
- Never supply alcohol to Junior Members



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Patrol Supervision

While participating in rostered patrol activities Junior Members will be under the supervision of the Patrol Captain.

Travel Supervision

Some lifesaving activities include travel to other clubs and locations to participate in lifesaving carnivals and other activities. These activities may involve transport by private car, public transport, buses and airplanes. When Junior Members are travelling with the Club during Club Sanctioned Activities the following requirements apply:

- All Junior Members participating in the Sanctioned Activity must complete a Travel Activity Agreement (A standard form is supplied but more complicated travel such as airplane or interstate should develop a detailed information pack for parents).
- A ratio of one approved supervisor for ten Junior Members, but there must always be a minimum of two supervisors for any program involving travel.
- There must be a male and a female Approved Supervisor when both male and female Junior Members are involved in the program.
- Accommodation plans must be approved by the Club Executive Committee

Training Programs

Day Time Training Sessions

For training sessions that are conducted during the day, no special arrangements regarding supervision need to be put in place. The course trainer(s) will be the approved supervisor. Where the course trainer cannot perform the duties of the approved supervisor themselves (they may be a junior member themselves, or other reasons) another supervisor will be appointed (who may be a course participant).

Overnight Training Sessions

When training programs include an overnight stay a range of issues arise. For these types of programs a form similar to the club Bronze Camp Application should be developed. Requirements for Approved Supervisors and Junior Member participants should be in line with the following requirements

- All Junior Members participating in the overnight training program must complete and enrolment application that includes
 - Parental consent for:
 - Transport as required
 - Medical Consent
 - Medical Details
 - Member agreement to follow directions of all supervisors and training personnel.
- A ratio of one approved supervisor for ten Junior Members.
- There must be a male and a female Approved Supervisor when both male and female Junior Members are involved in the program.
- Accommodation plans must be approved by the Club Executive Committee

Junior Members from other Clubs

Unless prior arrangements have been made, Junior Members from other lifesaving clubs are required to be under the supervision and care of a senior member from their club in compliance with any policy or rules set by their club.

Where the Club is to provide supervision for members from other lifesaving clubs, the arrangements must conform to the requirements of this policy and the members from others club must agree to follow all directions of the approved supervisor and Club rules.



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Misbehaviour and Disciplinary Action

Where a Junior Member wilfully breaks the requirements set out in this policy or any other supervision agreement, the Approved Supervisor must inform a member of the Club Executive and the member at a minimum will have their parents written to and rights to participate in that activity suspended until the end of the season unless one of their parents/legal guardians are in attendance to supervise their child. Where misbehaviour is repeated or of a serious nature, further penalties may apply including suspension from all club activities or expulsion from the club.

Version Control and Review

All printed copies of this document are uncontrolled. Current versions can be accessed from www.islsc.org.au

REV	RECENT REVISION REASON	ISSUED BY	AUTHORISED BY	DATE
2	Approved for Issue	T. Dando	Club Committee	22/12/2010
1	Practical implementation changes recommended by Committee for approval	T. Dando	Club Committee	05/12/2010
0	Initial Issue	T. Dando	DRAFT for Comment	05/11/2010

Next Review By November 2011