

**BY-LAWS of
NARRABEEN BEACH SURF LIFE SAVING CLUB INC**

Version	Comments	Date
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1. PRELIMINARY

a) By-Laws

These By-Laws are made by the Board of Management (“Board” or “BOM”) effective 13 May 2026 and may be reviewed and amended as required. These By-Laws are intended to give effect to the current Constitution and should be considered as an Addendum. These By-Laws remain in operation until replaced, modified or repealed.

b) Interpretation

- i) Words used in these By-Laws have the same meaning as they would have if used in the Constitution.
- ii) Any ruling by the Board’s interpretation of these By-Laws is final and conclusive for the purposes of the matter in respect of which the ruling is made.
- iii) These By-Laws should be considered as an Addendum to the [Surf Life Saving Australia\(SLSA\) Membership Application and Declaration](#), the [Code of Conduct of Surf Life Saving Australia](#), and the [Surf Life Saving New South Wales \(SLSNSW\) Guidelines to Club Management](#).
- iv) Where these By-Laws are silent, reference should be made to the [SLSNSW Guidelines to Club Management](#).

For the purposes of these By-Laws, the term Clubhouse shall refer to the entire building, its rooms, sections, facilities, and environs unless otherwise so specified in any particular By-Law.

2. BOARD OF MANAGEMENT

a) Responsibilities

- i. The composition and responsibilities of the Board are outlined in the Constitution.
- ii. The Executive of the Board includes the positions of President, Director of Finance, Director of Administration and Director of Lifesaving.
- iii. If there are vacancies on the Board, the President will determine, with the cooperation of the Board, alternative arrangements for the responsibility of the vacant portfolio.

b) Committees

Directors of the Board may convene and lead a committee of members for the management of the director’s responsibilities, such as, but not restricted to, the following Committees:

- i) President – Honours Committee (HC), Judiciary Committee (JC)
- ii) Director of Administration - Administration Committee (AC), including Building Services, IT, Registrar, Communications
- iii) Director of Finance - Finance Committee (FC), including Sponsorship and Marketing
- iv) Director of Youth - Junior Activities Committee (JAC)
- v) Director of Life Saving - Life Saving Committee (LSC)
- vi) Director of Education - Education Committee (EC)
- vii) Director of Surf Sports - Surf Sports Committee (SSC)
- viii) Director of Member Services - Member Services Committee (MSC)

The Committees shall be responsible for plans and proposals for the continued progress of the Club.



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3. MEMBERSHIP CATEGORIES AND ELIGIBILITY CRITERIA

The categories of membership and sub-membership are outlined in the current constitution are governed by the following criteria (ages taken as of midnight September 30).

Where a member is required to perform an annual proficiency to qualify for a membership category, if that member fails to complete the necessary proficiency by the required date, the member shall be referred to the Life Saving Committee to determine their membership status. Where a member wishes to renew their membership in a category requiring proficiency for a season and is not proficient, the member may be awarded provisional membership or some other category as an interim measure until such time as the member regains proficiency.

Category	Sub-Category	Eligibility and Member Benefits
Junior	Junior Activity Member	Nippers (5-13 years). Nipper activities are organized in aged groups ranging from 5/6 to Under 14 with formal competition commencing in the Under 8 age group. Fee Structure will be decided annually before the season commences by the Board of management.
Junior	Cadet Member (13-15 years)	Cadet Members have completed the Surf Rescue Certificate award, must complete annual proficiency requirements and are able to undertake patrol duties with a minimum of 30 patrol hours per season.
Active	Active Member (15-18 years)	Active members have achieved at minimum the Bronze Medallion. Active members are required to undertake patrol duties each season with a minimum of 30 patrol hours per season and must complete annual proficiency requirements.
Active	Active Patrol Member 18+	Active members have achieved at minimum the Bronze Medallion. Active members are required to undertake patrol duties each season with a minimum of 30 patrol hours each season and must complete annual proficiency requirements. Active patrol members 18+ can request Electronic FOB access.
Active	Reserve Active Member	Reserve Active membership must be applied for in writing and if granted are required to complete a minimum of 20 patrol hours per season, or as designated by the Board of Management, and must also complete all required annual proficiency obligations to maintain currency of awards. Reserve Active members can request Electronic FOB access.
Active	Award Member	Award members may be allocated to patrols and called upon to perform patrol and/or other club obligations consistent with their qualifications. Patrolling award members are required to complete a minimum of 30 patrol hours each season. Active Award Members can request Electronic FOB access.



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Community	Community Member	Community Membership may be granted by the Club to persons not directly participating in lifesaving activities. This may cover social or volunteer activities.
Associate	Associate Member	This membership category is usually assigned to parents/ carers of Junior Activity Members if they are not current Active members of Narrabeen Beach SLSC (stated above in the Junior Activity Member sub-category).
Associate	Probationary Member	Applies to persons applying for membership while gaining an award and/or the granting of a formal category membership. The current fee structure is \$80 for Probationary Members to cover award training costs.
Associate	General Member	Associate membership may be granted to persons who may or may not be holders of an SLSA award. This category of membership applies to persons wanting to use the SL Active Gym as a trainer or at the discretion of SL Active.
Associate	Leave Restricted	May be granted by a Club to members requesting absence from their club and club duties for a period of time. There is no Current Fee Structure for leave restricted members.
Honorary and Service Membership	Long Service Member	Long Service Membership must be applied for in writing and may be granted to members who have completed ten (10) years active service (i.e. patrol duties as a BM holder) or have completed eight (8) years active service plus four (4) years reserve active service. Noting that 30 hours minimum, plus other criteria as set by SLSA, is required to be considered for length of service recognition purposes. Long Service membership (if granted) is required to complete a minimum of 20 patrol hours per season, or as designated by the Board of Management, and must also complete all required annual proficiency obligations to maintain currency of awards. Long Service Members can request Electronic FOB access.
Honorary and Service Membership	Past Active Member	May be granted to persons who have held an SLSA Bronze Medallion and been an active patrol member for a minimum of three (3) years. Past active membership is not automatic and must be applied for in writing and will be considered by the Board of Management.
Honorary and Service Membership	Honorary Member	Honorary members may be elected for a period of twelve (12) months subject to being nominated at the annual general meeting and approved by two thirds majority of the members with voting entitlements.
Honorary and Service Membership	Life Member	Life Membership may be granted to members as described in the AWARDS 6. (c) section of these By- Laws. Life Members may undertake patrol duties each season provided they complete annual proficiency requirements. There is no current fee structure for Life Members. Members can request Electronic FOB access.



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a) Reserve Active Membership.

Reserve active membership is not automatic and members who wish to apply for reserve active membership must do so in writing to the Director of Lifesaving, who will consider the application. Recommendation for conferring reserve active membership will then be considered by the Board of Management and approval will be granted if over two thirds of the Board vote in the affirmative.

Reserve active membership (if granted) will be required to complete a minimum of 20 patrol hours per season, or as directed by the Board of Management, and must also complete all required annual proficiency obligations to maintain currency of awards.

For purposes of calculating years of service for reserve active membership, an active member shall have completed at least thirty (30) hours minimum of the 10 years of patrol service as per the SLSA National Service Medal criteria.

b) Long service membership

Long Service membership is not automatic and may be granted only in exceptional circumstances to members who have completed ten (10) years of service at Narrabeen Beach SLC (patrol duties as a BM holder) or have completed eight (8) years active service plus four (4) years reserve active service. For purposes of calculating years of service for long service membership, an active member shall have completed at least thirty (30) hours minimum of patrol service in each year or 30 hours for active service of eight (8) years plus twenty (20) hours minimum of patrol service for four (4) years of reserve active service. Patrol service requirements are in line with the SLSA National Service Medal criteria.

Members with service at another affiliated SLSA club can apply for Long Service membership after completing one year of active patrol service or two years of reserve active service at Narrabeen Beach SLSC. Written proof must be provided by the applicant of the service completed at any affiliated club.

Applications for long service membership must be made in writing to the Director of Lifesaving and are to be voted on by the Board with a unanimous vote in the affirmative to accept the application and confer Long Service Membership.

Long Service Membership, if granted, will require members to complete a minimum of 20 patrol hours per season or as directed by the Board of Management. Long service members will be required to complete annual proficiency obligations and have the full use of the clubs' facilities and have the same rights as those for active members. Long service members retain full voting rights at Annual General Meetings.

c) Fee Structure.

The Board of Management will decide annually and adopt a fee structure for all membership categories. This may include additional fees for items such as carnival competition and storage of personal equipment, as decided from time to time by the Board of Management. Fee structure will be advised to all members and would be due and payable at the start of each season. Failure to pay membership fees will result in members being excluded from the club and any competition.



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4. PATROLS

a) Patrol Structure

- i) The Board of Lifesaving shall meet prior to the start of the season, prepare a patrol roster and allocate members to patrols as is necessary to comply with the Clubs patrol obligations.
- ii) Members shall attend allocated patrols and perform to the standards as set out by SLSA and to the satisfaction of the Director of Lifesaving, and the Board of Management. A member failing to attend an allocated patrol, or not performing to the required standards or to the satisfaction of the Director of Lifesaving, shall be in breach of these rules and liable to penalty as defined later in the by-laws.
- iii) The Board of Lifesaving shall be responsible for upholding these rules to ensure required standards are met, and to ensure that penalties prescribed are duly complied with.
- iv) The Board of Lifesaving shall appoint experienced patrolling members as Patrol Captains who shall have responsibility for the running of the patrol during patrolling hours.
- v) The Board of Lifesaving may cite a member to appear before it to explain any breach of these rules. For repeated breaches or gross dereliction of duty, the Board of Lifesaving may recommend disciplinary action to the Board of Management in accordance with these rules.
- vi) The Board of Lifesaving shall normally meet as required and shall keep a complete record of its activities for submission to the Board of Management when called upon to do so.

b) Delegation by Board of Lifesaving to Patrol Captains

- i) The Board of Lifesaving shall appoint Patrol Captains who shall be members experienced in all aspects of surf lifesaving and have completed suitable training to take charge of the patrol allotted to them. The Patrol Captain shall be responsible to the Club through the Board of Lifesaving.
- ii) In the absence of the Director of Life Saving, the Patrol Captain is the senior officer of the club on the beach and shall have authority over the beach and the patrol, in conjunction with the Council Lifeguard on duty.
- iii) The Patrol Captain shall be responsible for all club equipment on the beach, rescue craft included.
- iv) The Patrol Captain shall notify the Director of Life Saving of any member failing to attend an allotted patrol or failing to perform allotted duties.
- v) The Lifeguard on duty is the first decision point regarding all directives to the surfing public and as such will do all things they deem necessary to maintain safety in the water and on the beach. The Patrol Captain is appointed an honorary beach inspector by Northern Beaches Council under the Local Government Act Ordinance 27 (b) Clause (52) and, as such, will work with the Lifeguard on duty to maintain a safe aquatic environment.

b) Patrol Obligations & Suspension for Other Offences

- i) An active member of NBSLSC is required to commit to completing their patrol obligations in accordance with these by-laws and SLSA regulations. A member who fails to meet their patrol obligations will be subject to disciplinary action and suspension of club privileges, as considered appropriate by the Board of Management.
- ii) On a report from the Director of Lifesaving, the Board of Management may, by resolution, agree on appropriate disciplinary action, including suspending members from club competition, and SLSA carnival competition for a specific period, including NBSLSC not obligated to pay competition fees, for breaches of these rules or acceptable standards of conduct.



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- iii) The failure of any member to undertake an allotted patrol without reasonable excuse, or failure to perform to the required standards, or failure to follow the direction as advised by the Director of Lifesaving, or Patrol Captain is viewed most seriously by the club, and will result in review of Membership status up to and including termination of Membership status, and other appropriate disciplinary measures as agreed by Board Of Management.

5. SURF SPORTS and COMPETITION

All members of Narrabeen Beach SLSC, will be afforded training and competition in surf sports to assist with patrolling duties. Club events will be run every Sunday during the season with handicap points score and Club Championship rounds as directed by the Board of Management and these by laws.

The Director and Board of Surf Sports shall have authority under these rules to deal with all things related to surf sports, training and competition, at Narrabeen and at carnivals. The director is assisted in this role by the Board of Surf Sports.

a) Competition and Racing Rules

- i) Starting Time: The first event shall commence at 10.30AM sharp.
- ii) Assemble Warning: One long whistle blast, at which all competitors will proceed to the starting point of the event. One minute after this warning, the procedure will be repeated. Any competitor not at the starting point will be excluded from competition.
- iii) Rules and penalties for starting, false starts, cheating and interference shall be as the rules applying to SLSA competition for that event.
- iv) In all events the starter shall act as referee.
- v) No events will be held if the beach is closed for any reason as determined by the Patrol Captain.

b) Club Championship Rules

- i) The club shall, on dates decided by the Board of Management, hold competitive events to determine the Open Male and Female Club Champions along with champions in the following age groups: under 15's; under 19's; age 30-39 years; age 40-49 years; age 50-59 years; age 60-69 years and over 70 years.
- i) There shall be a maximum of five and a minimum of three Club Championship competition days, subject to the beach being open as determined by the Patrol Captain. In the event of beach closure events will be postponed to a future date as chosen by the Board of Surf Sports.
- ii) The following events shall be held for each age divisions: Surf Swim, Beach Sprint and Beach Flags, Iron Person, Board, beach run and surf ski over distances and conditions as in the competition handbook of the SLSA, or any amendments to that handbook which may apply.
- iii) All competitors in Club Championship events must be Active/Cadet/Reserve Active/Long Service patrolling members of the club, the holder of the appropriate SLSA award and must be financial members of the club and must have completed their patrol obligations.
- iv) Depending on the number of competitors in each event, heats and finals may need to be run at the discretion of the club competition supervisor.
- v) Point score shall be cumulative to count for the club championship.
- vi) At least one weeks prior to club championships, a program of events shall be posted on the club Facebook page and emailed to relevant members, stating the nature, date and starting time of events.



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vii) Points for events shall be as follows:

- (1) 1st place: 9 points
- (2) 2nd place: 7 points
- (3) 3rd place: 5 points
- (4) 4th place: 3 points
- (5) 5th place: 2 points
- (6) All other places: 1 point

c) **Monthly Point Score Competition**

Providing the beach is open, the club shall run handicap events each Sunday, other than Club Championship days, which count towards a member's monthly point score competition.

- i) Events shall commence at 10:30AM sharp.
- ii) Events shall be held in the same division as the Club Championships in the following disciplines: Surf Race, Beach Sprint and Beach Flags.
- iii) Distances and points awarded for the events shall be the same as Club Championships events.
- iv) Point score shall be cumulative with all events added together. The highest cumulative total each month will be the winner of the competition, with the proviso that no member may win the competition more than once in each season.

6. AWARDS

The Board of Management shall appoint a Life Membership and Honours Committee from each year to assess the qualification of those members suitable for special awards as described below. The Life Membership and Honours Committee shall consist of five members consisting of:

- 1) the President,
- 2) Director of Life Saving, and
- 3) three other members of NBSLSC.

At least two of the committee members shall be Life Members of NBSLSC. The awards committee members will be documented in the minutes of the Board of Management meeting that establishes the committee each year and shall be required to keep a complete record of its activities for submission to the Board of Management when called upon to do so.

a) **Outstanding Service**

- i) Upon recommendation of the Life Membership and Honours Committee, NBSLSC shall have the authority to elect a maximum of two Outstanding Service members in any one year from membership of the club. A member who has taken on additional responsibilities or leadership roles and has been a member of the club for at least 5 years can be considered for an Outstanding Service Award.
- ii) The resolution nominating the recipient of Outstanding Service Award shall be put to the Board of Management and shall be resolved in the affirmative if, and only if, two thirds of the member's present vote to the resolution. The criteria for consideration of this award, a member would have shown Outstanding Service over a minimum period of 3 years in any number of club activities as follows:



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- (1) As an active Board or committee member in a leadership role such as a Director
 - (2) Training of other members in Surf Sports, Lifesaving or as an Age Manager
 - (3) Accepted the position of Patrol Captain and diligently carry out that function
 - (4) Perform an assisting role on sub boards such as gear steward, Junior Activities, administration, kiosk, training, fund raising, carnival official or other roles
 - (5) Accepted a management role over the period for a major club event such as ocean swim, carnival or other event
 - (6) Shows commitment to Narrabeen Beach SLSC and conducts themselves in a manner that upholds the ideals of the club and is respectful of other members
- b) Distinguished Service
- i) Upon recommendation of the Life Membership and Honours Committee, NBSLSC shall have the authority to elect a maximum of one Distinguished Service member in any one year from membership of the club. A member who has taken on greater responsibilities and a leadership role and has been a member of the club for at least 6 years can be considered for a Distinguished Service Award. This can be awarded to non-patrolling members but only in exceptional circumstances.
 - ii) This award ranks above the Outstanding Service Award and recognised continuous service of a high degree to the club over a period of 6 years in activities as follows:
 - (1) A member who has gained a meritorious award from SLSA no matter over what period of service.
 - (2) As an active Board or committee member in a leadership role, such as a Director, and diligently carried out that function for 5 years.
 - (3) Shows commitment to Narrabeen Beach SLSC and conducts themselves in a manner that upholds the ideals of the club and is respectful of other members.
 - (4) Is recommended by the Honours Committee as a suitable candidate.
 - iii) A Distinguished Service Award can be granted for periods of longer service in less demanding roles or a combination of service over several positions. Patrol service, especially that of a patrol captain should be well regarded. Recipient will receive a Club blazer noting the award.
 - iv) The resolution nominating the recipient of Distinguished Service Award shall be put to the Board of Management and shall be resolved in the affirmative if, and only if, two thirds of the member's present vote for the resolution.
 - v) A nomination resolution shall then be put to the next Annual General Meeting of the NBSLSC. That resolution is a Special Resolution.
- c) Life Membership
- i) Upon recommendation from the Life Membership and Honours Committee, NBSLSC shall have the authority to elect a maximum of one Life Member in any one year from the membership of the club. This award is the highest honour that can be given to a member and shall reflect exceptional service to the Club over an extended period. A member who has accepted significant responsibility in a leadership role and has been a member of the club for at least 10 years can be considered for Life membership. A member must have held the Distinguished Service Award for at least two years, obtained the bronze medallion and patrolled for the Club for a period of 10 years.
 - ii) This award ranks above the Distinguished Service Award and recognises continuous service of a high degree to the club over a period of at least six years in activities as follows:



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- (1) As an active Board member in a leadership position, such as a Director, and diligently carried out that function for that time.
 - (2) Shows commitment to Narrabeen Beach SLSC and conducts themselves in a manner that upholds the ideals of the club and is respectful of other members.
 - (3) Is recommended by the Honours Committee as a suitable candidate.
 - (4) The resolution nominating the recipient for Life Membership shall be put to the Board of Management and shall be resolved in the affirmative if, and only if, two thirds of the Board of Management members present vote to the resolution.
 - (5) A nomination resolution shall then be put to the next Annual General Meeting of NBSLSC for acceptance or rejection. That resolution is a Special Resolution, and such nomination shall be submitted at least 21 days before the Annual General meeting.
- d) **Club Championship Awards**
- i) The winners of the Club Championships shall be presented with suitable trophies at the discretion of the Board of Management and Club Competition Supervisor.
 - ii) Notwithstanding the points earned for Club Championship events, the Board of Management shall be empowered to disqualify any competitor in club championship events for failing to carry out allotted patrols, failing to carry out patrols to the standard required, or breach of the Club's rules or by-laws.
- e) **Perpetual Trophies and Standing Awards**
- The current Perpetual trophies to be awarded each season at Club Presentation Night or equivalent suitable occasion, and are as follows:
- i) **Competitor of the Year**
The Competitor of the year is a member who has represented Narrabeen Beach SLSC at many Carnivals & Events with outstanding results. This is chosen overall point score from all SLSA carnival results (obtained from Branch, State and National website results) and at the discretion of Director of Surf Sports.
 - ii) **Gloria Cook Rookie of The Year**
This is awarded to the Under 18's member (15 to 18 years old) on their overall club participation. (E.g.: patrol duties, helping with nippers, carnivals, helping with BBQs/canteen, being part of branch youth organisations, representing the club.) This award is co-ordinated by the Director of Lifesaving and is chosen by Life Members and Board of Management. The Board of Management and Life Members should provide their choices in form of 1, 2 and 3 points for Director of Lifesaving to tally final points.
 - iii) **Patrol Person of the Year**
This is awarded to the patrol member who has done the most patrol hours over the season. This is tallied and organised by the Director of Lifesaving.
 - iv) **Club Person of the Year**
This award is presented to a member who has made the most significant contribution to the Club (e.g.: Water Safety for nippers, training new members, organising club events, fundraising , cleaning up, volunteering at canteen, helping at Carnivals, etc) This is chosen by Life members, and Board of Management by nominating on 1,2,3 basis their preferred candidates for collation of points to form an overall winner. This is co-ordinated by a designated Life Member.



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v) **President's Award**

This is awarded by the current president, to whom they believe is the most deserving member of the season. This can be someone who has assisted them throughout the season or been the best at increasing club morale; it is up to the president to choose a worthy recipient.

f) New awards can be introduced at the discretion of the Board of Management.

7. YOUTH & MEMBERSHIP DEVELOPMENT

As directed in the Constitution, activities for Junior members under the age of fourteen years will be coordinated by the Director of Youth and Membership Development, with the assistance of the Board for Youth and Membership Development. The Director will be responsible for the training and competition for those members. The Director and Board of Youth & Membership Development shall have authority under these rules to deal with all things related to youth membership competition and training.

a) **Competition & Racing Rules**

- i) Surf events will only be conducted if conditions are deemed suitable by the Patrol Captain in charge of the beach at that time.
- ii) Surf events will only be conducted when sufficient water safety personnel are available to supervise the competitors in accordance with requirements set down by Surf Lifesaving NSW and SLSSNB.
- iii) Junior events will be run each Sunday on dates established at the start of the season by the Board and shall commence at 9.30AM sharp.
- iv) All events will be run in accordance with the rules set down for Junior members by Surf Lifesaving NSW, SLSSNB and Narrabeen Beach SLSC.
- v) Competition will be conducted in age groups who will be controlled by age managers appointed by the Board.
- vi) Competition will consist of beach sprint, beach flags, surf swim or wade, and board.
- vii) No competitor is permitted to enter any competition without first completing a timed pool swim and any other requirements set out by the Board.

b) **Age Managers**

- i) Age managers are appointed by the Board of Youth and Membership Development at the start of each season and or as required at other times in case of absence or transfer.
- ii) Age managers are to complete the required induction and age managers instruction as set out by SLSA, SLSSNB and Narrabeen Beach SLSC.
- iii) Age managers are required to complete all child protection checks, hold valid NSW Working With Children Check Clearances, complete any mandatory child safety training and other requirements as set out by SLSA, Surf Lifesaving NSW and SLSSNB.

c) **Surf Awareness Training**

- i) Throughout the season and in accordance with SLSA requirements, the Board of Youth and Membership Development will direct and assist the training of Junior members in surf safety and awareness. The board will be assisted in this training by the Director of Lifesaving, and/or Director of Education as necessary.
- ii) Training will be conducted in accordance with the regulations as set out by Surf Lifesaving NSW and SLSSNB.



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BY-LAWS of NARRABEEN BEACH SURF LIFE SAVING CLUB INC

8. CLUBHOUSE AND AMENITIES

To assist members of Narrabeen Beach SLSC, the Board of Management and members will have access to the clubhouse for patrolling, training and club functions. It is in the interest of all members that behaviour by an individual member does not impede or adversely affect other member's amenity and the following by-laws apply.

a) Keys and FOBs

- i) All Board of Management Members are provided with Director access level club keys.
- ii) All Patrol Captains are issued with Patrol Captain access level club keys.
- iii) Key details are recorded within surf guard against each member. If keys are lost or misplaced, the keyholder must immediately notify the Director of Administration or their nominated delegate to ensure ongoing security measures.
- iv) All of the above keys must be returned to the Director of Administration, or their nominated delegate, within 2 weeks of vacation of Board of Management position or Patrol Captain position.
- v) Electronic FOBs that enable access to the bathrooms and club gym are available for the member subcategories as specified in these By-Laws. FOBs are available at a cost of \$25 per FOB, with FOB details being recorded against the relevant Member's name in Surf Guard. If a member loses their FOB, they are to report this immediately to Director of Administration or their nominated delegate to enable ongoing security measures. All replacements FOBs are available at the costs stated.

b) Clubhouse Use by Members

- i) The clubhouse, its facilities and equipment shall be available for use by members of the club. Members may bring visitors into the clubhouse and members will be responsible for the actions of their visitors. Visitors are not entitled to use the gym or any other equipment without permission from a member of the Board of Management.
- ii) The Board of Management may from time-to-time sublet part or all of the clubhouse to non-members for the use in community activities, functions or any other purpose.

c) Clubhouse Hours

- i) The Clubhouse shall be open for dressing and other purposes which the Board of Management may authorise, from 8.30AM to 6PM on Saturdays, Sundays and Public Holidays during the season, and such other times as may be authorised by the Board of Management.

d) Members not to enter the Clubhouse outside of Normal Hours

- i) Unless permitted to do so by the Board of Management AND issued with a clubhouse key, no member shall enter the clubhouse outside normal clubhouse hours unless permission is gained from a Board of Management member, or a key holder is on the premises. Members may not enter the clubhouse by any method other than through the entrance doors.

e) Members to Keep Clubhouse Clean

Any member using the clubhouse does so on the understanding that they shall keep the premises clean and properly dispose of any rubbish including emptying of rubbish bins into the waste removal bin. Any breach of this rule may lead to disciplinary action. This rule particularly, applies to food and drink scraps which may be a public health risk.

f) Members to Make Good Damage

Any member accidentally damaging the clubhouse club property shall, subject to Board of Management resolution, make good such damage on his or her own account. Any member wilfully damaging the clubhouse or club property is liable to disciplinary action with possible expulsion from the club, in addition to any criminal charges which might be laid.



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- g) **Members to be Dry in Clubhouse**
Members using the clubhouse must do so in a dry condition, and preferably all sand removed. A dressing-room is provided for changing and showering.
- h) **Members Storage**
Members may store personal items such as a board and ski at the clubhouse as directed by the Board of Management. Any personal item stored at the club is done so at the owner's risk and NBSLSC is in no way responsible for the care or security of any items so stored. The Board of Management may apply a storage charge to such member, and this fee will be applied annually and failure to pay the fee will require all items to be removed from the club. The Board has the right to remove any items that it feels is stored inappropriately, or in contravention of building safety. Members are not permitted to store any items on behalf of non-members at the clubhouse.
- i) **Exclusive Use of Clubhouse**
i) The clubhouse shall be available for practice, training, or other purposes connected with the objectives of the club, as required by the Director of Lifesaving, or Director of Education and as coordinated with person/s authorised to conduct bookings of the Clubhouse for Functions. While such is in progress, no other use of the clubhouse which may detract from training is permitted.
ii) No member will conduct any commercial or business activity within the clubhouse unless authorised by the Board of Management.
- j) **Children**
A child under the age of 13 years, other than a member, shall not be permitted to enter the Club House unless accompanied by an adult member. A member who accompanies a child permitted to enter the Clubhouse shall adequately always supervise the child while the child remains in the Clubhouse.
- k) **Smoking**
Smoking on the Club premises or in the Clubhouse and on the Deck is prohibited.
- l) **Liquor and Prohibited Drugs**
i) A member shall not come on to Club premises under the influence of intoxicating liquor to the point where physical and mental control is significantly diminished.
ii) No prohibited drug shall be brought on to the Club premises.
iii) A member shall not come on to Club premises under the influence of a prohibited drug.
- m) **Illegal Acts in Clubhouse**
No member shall conduct themselves or attempt to use the clubhouse in an illegal manner. Any members who attempt or conduct an illegal activity shall be brought before the Board of Management for disciplinary purposes.
- n) **No Unseemly Conduct**
Conduct likely to interfere with the comfort of other members of the club, or the general public, or unseemly conduct will not be permitted. Members present in the clubhouse are expected to assist in preventing such conduct.
- o) **Gymnasium**
i) Members wanting to use the gym must:
(1) Complete a gym induction led by an SLS instructor with a minimum qualification level of Certificate III in Fitness (or equivalent).
(2) Complete an introductory training course before using the gym.
(3) Comply with gym coaches in maintaining a safe and purposeful training programme.
(4) Inform the gym supervisor if they may be at risk by participating in a particular activity.
(5) Obtain clearance from a medical practitioner or qualified fitness instructor, e.g., written clearance, fitness program or assessment if the gym supervisor determines that they are at a high risk of an adverse event during physical activity/exercise.



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- ii) Gymnasium members shall comply with the 'Gymnasium Regulations' as displayed from time to time, or as specified by the SLS instructors authorise to manage the gymnasium.
- iii) No equipment is to be removed from the Gym without approval of the Board of Management
- iv) Gymnasium members shall promptly report any damage or malfunction of equipment to the Board of Management.
- v) A child under the age of 15 years, whether or not a member, shall not be permitted to enter the Club gymnasium unattended.

9. MEDIA POLICY

All Club media is to be managed, or as delegated by, Director of Administration, and in accordance with all SLSA published media policies, including the SLSA Social Media Policy 6.20.

10. CODE OF CONDUCT

The purpose of the Code of Conduct is to set out the standards of behaviour expected of club members. In agreeing to be part of the club, each member must also agree to adhere to this code at all times.

- a) **Respect the rights and dignity of others.**
Treat other members, members of other services we work with (e.g. Lifeguards, Ambulance Officers), and members of the public with respect, courtesy and fairness.
- b) **Do not abuse, threaten or harass others.**
Do not abuse threaten, bully or harass other members, or members of the public with actions or words, place them in danger or treat them in a discriminatory way.
- c) **Perform all SLSA duties in a professional manner.**
Always act in a professional manner to preserve the good reputation of our club, SLS SNB Branch, SLSNSW and SLSA. Be positive and a good role model for others through your behaviour.
- d) **Comply with Club, SNB Branch, SLSNSW and SLSA guidelines, Standard Operating Procedures (SOP's) and other published SLSA policies.**
All members should be familiar with the basic SOP's and SLSA policies and remain committed to providing a safe quality service to our community. It is everyone's responsibility to maintain a safe working environment.
- e) **Competition Sportsperson ship**
Represent yourself, team and the club to the best of your ability. Be a good sport, compete fairly, and abide by competition rules.



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