



SURF LIFE SAVING
NEW SOUTH WALES



Stockton SLSC

Patrol Operations Manual 2019/20

Communication

Surf Life Saving & Emergency Services

SurfCom				
Service	Phone	Email		
State Operations Centre	02 9471 8092	soc@surflifesaving.com.au		
Newcastle Roving Lifeguards [weekends]	0413 756 707	available on Channel 3		
Emergency services such as Police, Ambulance, Fire, Helicopters, Roads and Maritime Services, Marine Rescue, National Parks and Wildlife Services and the NSW Department of Fisheries should be requested via SurfCom				
Surrounding Surf Life Saving Assets				
Club/Service	Contact	Distance	Response Time (Water)	Response Time (Land)
Branch Duty Officer	0419 965 570	N/A	N/A	N/A
Support Ski	0419 965 570	N/A	10min	N/A
Westpac Helicopter	SurfCom	N/A	N/A	N/A
Branch Support Operations Manager Henry Scruton	0412 495 798	City		
HSL Director of Lifesaving Simon Lovell	0439 604 463	City		
Nobbys SLSC – Wade Hammond [CC]	0488 586 909			
Newcastle SLSC – Craig MacClure [CC]	0427 456 051			
Birubi Point SLSC – Graeme Chamberlain [CC]	0431 489 279			
Other Stakeholders				
Assure Programs (Counselling)	1800 808 374	NSW Poisons Info	131 126	
Newcastle City Council	4974 2000	Branch Counselling	0412 495 798	

Incident needs to be logged with SurfCom. An Incident Number is required for Counselling.

Please note – Duty officer will do an operational debrief on day of incident.

Please keep all involved in incident at beach for debrief.

Club Callout Team

Each Club should have an 'Emergency Callout Team' that can respond to incidents within the 'Emergency Response Area' as outlined in the Lifesaving Service Agreement. Members of the 'Emergency Callout Team' are to be appointed by the Club Captain and a list of active members maintained via SurfGuard.

To maximise emergency response effectiveness and personnel safety, clubs should maintain the following equipment/logistical preparedness;

- 2 x rescue tubes (with fins)
- 2 x rescue boards
- IRB (with trailer and full fuel bladder in an accessible location)
- SSV (if applicable)
- 1 x defibrillator
- 1 x oxy resuscitation kit
- 1 x first aid kit
- 1 x spinal board with straps
- 2 x handheld radios in waterproof bags
- Personal telephone numbers contactable 24 hours with contacts (updated in SurfGuard)
- SAR Kit – ensure patrol members and Emergency Call Out teams know where this kit can be found
- **Scenarios** – HSLs strongly recommends clubs to conduct at least 2 to 3 scenarios practise sessions with your call out team.
 - Missing child
 - Heart Attack
 - Shark Interaction
 - Suspected Spinal injury
 - **Please notify SurfCom prior to conducting scenario**

Pierre Thomas 0403 370 894	Lisa Worthington 0418 861 258
Paul Bernard 0412 364 111	Brendan Ryman 0413 339 635
Jo-Anne Dryden 0411 725 672	Trent Watson 0414 680 884
Willow Forsyth 0412 146 349	Callan Nickerson 0413 075 781
Tara Johnson 0433 897 848	Michael Rae 0401 495 495

Club Radio Procedures



CLUB RADIO PROCEDURES



SIGNING ON AND OFF - EACH PATROL

The Operations App is the preferred mode for signing on and off patrol

SIGN ON

- Ten minutes before SIGN ON, SurfCom will remind clubs to sign on via the Operations App
- Clubs without access to the app, will SIGN ON at the appropriate time via radio with SurfCom
- SIGN ON with Patrol Bronze qualified numbers, Beach status and IRB status
- Within 30 minutes of SIGN ON, SurfCom may conduct a radio check for clubs using the app

SIGN OFF

- Ten minutes before SIGN OFF, SurfCom will remind clubs to submit statistics via the SLSA Operations App
- Clubs who do not have access to app, will SIGN OFF at the appropriate time via radio with SurfCom
- SIGN OFF with Rescue Statistics only
- Patrols wishing to extend patrol times should notify SurfCom 15 minutes prior to scheduled SIGN OFF and provide revised finish time

Always contact SurfCom if your patrol status changes [IRB, SSV, BM numbers below 3] or beach is closed



RADIO CHANNELS

Channel 1

- Emergency channel
- Line of sight only
- Communications channel between Duty officers and all assets on scene [RWC/Helicopter]

Channel 2

- Patrol "chat" channel
- Line of sight only
- Internal patrol communications between beach assets only

Channel 3

- Primary Repeater Channel
- For all communications with SurfCom
- Digital radios will roam for strongest signal
- Analogue radios need to manually switch channels

Channel 4

- Scanning Channel only
- Receives all traffic on channels 1, 2 and 3 and secondary repeater within range
- Please note: If a response is made within 5 seconds, the message will be transmitted on the receiving channel, otherwise the radio will transmit on channel 2

Channel 5 – Direct contact with other agencies – *only available on Duty Officer radios*

- Only initiated by SOC [State Operations Centre] or Senior Police Officer on scene
- Note: This channel is simplex only and operates on line of sight

Training Channels

- Labelled as "25 train" & "26 train" on older radios
- Labelled as "58 train" and "66 train" on newer radios
- Frequencies have not changed /25 train = 58 train / 26 train = 66 train



CONTACTS

State Operations Centre [SOC]

- Call sign: SurfCom New South Wales
- Phone number: 02 9471 8092

Hazard/Risk Management

Hazard/Risk Management Plan

Hazard/Risk	Location (Grid Ref)	Management Plan
Example Jump Rock – rock jump into shallow water and difficult exit from water	Example Jump Rock (D4)	Example <ul style="list-style-type: none"> Monitor area from patrol tower with binoculars Roving patrol to area every 30min to 60min Equipment: Tube, Radio, Binoculars Response: IRB or tube rescue from rocks
Adolphe Shipwreck-rusty shipwreck jump and difficult exit from water	Adolphe Shipwreck – Stockton Break Wall	<ul style="list-style-type: none"> Monitor area with binoculars from the patrol base Equipment: Binoculars, IRB, Radio, Flippers Response: IRB only
Tourist Park Beach Access Point – access point 200m & 400m from flagged area	Tourist Park Beach Access Point 200m & 400m south of Club House	<ul style="list-style-type: none"> Monitor from patrol base with binoculars Roving patrol to area every 30min to 60 min Equipment: SSV, Tube, Rescue Board, Radio, First Aid Kit, Oxy Viva, Defibrillator, Radio Response: SSV response or IRB
Deep Lateral Channels – steep sand drop offs 1km north cause dangerous plunging waves	1km North of Club House	<ul style="list-style-type: none"> Monitor from patrol base with binoculars Roving patrol to area every 30min to 60min Equipment: SSV, Tube, Rescue Board, Radio, First Aid Kit, Oxy Viva, Defibrillator, Spinal Board, Spinal Collars Response: SSV or IRB
Exposed Tank Traps	1km North of Club House (H1)	<ul style="list-style-type: none"> Monitor area with binoculars from the patrol base Roving patrol to area every 30min to 60min Warning Signs Equipment: SSV, First Aid Kit, Oxy Viva, Defibrillator, Spinal Board, Spinal Collars Response: SSV only

Northern Emergency Response Area

Area	
Equipment	SSV, IRB, First Aid Kit, Oxy Viva, Defibrillator, Rescue Board, Tube, Radio, Spinal Board, Spinal Collars
Response	SSV or IRB
Response Time (water - IRB)	< 3min
Response Time (land - SSV)	< 3min
Access (boat ramps etc)	N/A

Southern Emergency Response Area

Area	
Equipment	SSV, IRB, First Aid Kit, Oxy Viva, Defibrillator, Rescue Board, Tube, Radio, Spinal Board, Spinal Collars
Response	SSV or IRB
Response Time (water - IRB)	< 3min
Response Time (land - SSV)	< 3min
Access (boat ramps etc)	Vehicle Access at Grid Reference (D15)

Risk Assessment Form

Patrol Captains hold a responsibility to assess a safe surf [not only for the public but also for your members].

Risk Assessment Chart to be filled in every Patrol

Please Circle Answer

Beach Area: Stockton SLSC

Weather and Forecast	Sunny	Overcast	Windy	Rain	Lightning
Wind Direction and Speed	N S E W	Low	Medium	High	Dangerous
High Tide and Height	Time:	Tide:	Low	High	
Water Temperature	[how cold is the water - be aware of Hypothermia]				
	No				Yes
Wave Height	Small		Medium		Large
Wave Type	Spilling		Plunging		Dumping
Swell Period	Rapid		or		Gap between waves
Beach Zone	Calm		Moderate		Dangerous
Shore Break	Small		Medium		Large
Surface Disturbance	Wind		Tide		Currents
Water Visibility	Clear		Blurred		Bad visibility
Water Movement	Currents		Tides		Dangerous

Hazards

Rocks, Reefs Groynes	No				Yes
Floating Logs, Seaweed, Flotsam	No				Yes
Marine Creatures	No				Yes
Sun, Rain, Fog	Clear		Overcast		Poor Visibility

Significant Events/Recreational Craft

Nippers,	Carnivals,	Surf Boards.	Triathlon.	Kite Surfers.	Stand Up Paddle Boards
Ski paddlers,	Fishing boats	No			Yes

Beach Management

Minimum Patrol Requirements

Personnel

A patrol is to consist of a minimum of three (3) personnel, with the below qualifications held amongst the three (3) members;

- 3 x Bronze Medallion
- 1 x Advanced Resuscitation Techniques (ART)
- 1 x IRB driver
- 1 x IRB crew
- 1 x Silver Medallion Beach Management (held by Patrol Captain)

Equipment

A patrol is to set up their beach with items of equipment, as a minimum;

- IRB (with trailer) – ***fuel checked, waterproof bag with resuscitation mask and gloves***
- Rescue craft access signs (where an IRB/RWC is launched from)
- 3 x handheld radios in waterproof bags
- 2 x 'swimming not advised' (or 'beach closed) mobile signs
- Patrol information board
- SSV/vehicle (where applicable) – ***only endorsed drivers to operate***
- Tower or shade (tent)
- 2 x rescue boards – ***available on beach***
- 3 x rescue tubes – ***available on beach***
- 1 x defibrillator
- 1 x oxy resuscitation kit
- 1 x first aid kit
- 1 x spinal board with spinal straps
- 1 x binoculars
- Set of red and yellow feathered patrol flags
- Set of black and white quartered surf craft boundary flags
- Search and Rescue kit location – ***please ensure patrol members are aware of where this can be found***
- McDonald's Patrol Shirts and Shorts to be worn – ***ONLY***
- Newcastle Permanent Tent and McDonald's Banners are to be displayed every Saturday, Sunday and Public Holiday



- **Scenarios** – HSLs strongly recommends clubs to conduct at least 2 to 3 scenarios practise sessions with your call out team.
 - Missing child
 - Heart Attack
 - Shark Interaction
 - Suspected Spinal injury

Please notify SurfCom prior to conducting scenario

Patrol Types

For detailed descriptions of the various patrol types that can be conducted, please refer to the Standard Operating Procedures, **LS3.3 Club Patrol Types**.

Base Patrol

A Base Patrol is the core patrolled area for a lifesaving service established always and dates as identified in the Lifesaving Service Agreement. A Base Patrol must meet all minimums for personnel and equipment as stated below to be considered ‘beach open’.

A Base Patrol may be supported by multiple Sub Patrols to effectively manage the beach operations as identified in the services Patrol Operations Manual.

Satellite Patrol

A Satellite Patrol is a sub patrol type with patrol flags, and operates as an extension of the Base Patrol, as defined within the services’ Patrol Operations Manual to provide surveillance at an area of high risk. A Satellite Patrol may operate almost independently of a Base Patrol due to similar minimum requirements.

Outpost Patrol

An Outpost Patrol is established at other areas of coastline. This sub patrol type has no patrol flags, and operates as an extension of the Base Patrol, as defined within the services’ Patrol Operations Manual to provide surveillance at an area of high risk.

Beach Closed Patrol

A Beach Closed Patrol is Base Patrol with a closed swimming area. The swimming area may be closed for situations such as dangerous conditions or an emergency.

A Beach Closed Patrol includes all minimum personnel and all minimum equipment apart from patrol flags.

Daily Patrol Procedures

Add/remove items to the below lists as required.

Start of patrol

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. All members arrive at least 15min prior to start of patrol 2. Minimum standards assessed (members must wear McDonalds patrol uniform, numbers, qualifications, gear) | <ol style="list-style-type: none"> 3. Equipment should be checked and positioned for patrol 4. Flagged area established 5. Patrol log completed 6. Patrol signed on with SurfCom 7. ‘Patrol Briefing’ conducted by Patrol Captain, discussing; <ul style="list-style-type: none"> • Uniform standards |
|--|--|

- Member roles/responsibilities
 - Rotation schedule/positioning
 - Radio use (channels/call-signs)
 - Expected weather/surf conditions
 - Expected hazards and management
 - Induction/introduction of any new members
5. All equipment cleaned and stored appropriately
 6. Radio's placed on charge
 7. Any supply requirements or equipment damage reported to relevant club officer
 8. 'Patrol Debrief' conducted by Patrol Captain, discussing;
 - Rescues/incidents and key activities from the day
 - Any questions/concerns from patrol members
 - Upcoming events/opportunities
 - Training options
 - Next patrol date

End of patrol

1. Scanning/surveillance of beach maintain by at least one lifesaver during 'pack-up'
2. Rescue equipment (radio, tube, board, IRB) to remain at 'rescue ready' status during 'pack up'
3. Patrol log, Incident log and Power craft log completed
4. Patrol signed off with SurfCom

Equipment Location

Add/remove items to the below lists as required.

Item	Location
IRB	Council Storage Shed
Radios	Club Patrol Room
Patrol shade (tent)	Council Storage Shed
Rescue boards	Council Storage Shed
Rescue tubes	Council Storage Shed
Defibrillator	Council Patrol Room + Club Patrol Room
Oxy resuscitation kit	Club Patrol Room
First aid kit	Club Patrol Room
Spinal board	Club Patrol Room OR on top of SSV
Spinal Collars	Council Patrol Room + Club Patrol Room
Emergency Evacuation Alarm	Council Patrol Room
Binoculars	Club Patrol Room
Patrol flags/signage	Council Storage Shed
SSV	Council Storage Shed

Nippers/Water Safety – [Patrol Captains responsibility]

Nipper activities (and like activities) are to adhere to the SLSA Water Safety Policy (***SLSA Policy 1.01***) at all times. Nipper activities are to only be conducted in the immediate vicinity of an active patrolled area and have its own sufficient water safety (minimum 1 water safety for every 5 participants). It is highly recommended that an IRB be available water safety. The IRB should be on the water, rather than stationary on the beach.

Nipper activities cannot be undertaken on a closed beach.

The Patrol Captain has 'control' over all Nipper activities and may delegate to a Nipper Coordinator.

Club Rules

The below four [4] points are directives from the Port Macquarie Coronial Inquest:

- Members be advised to use board cradles to keep rescue resources, including boards, tubes, fins and radios readily available and near the waters' edge should they be required
- The IRB driver and crew check that appropriately sized lifejackets are located within the IRB at the start of patrol
- Members be reminded of the need for vigilance and avoid distractions [mobile phones]
- Members be reminded of the need for appropriate and ongoing communication
- Full patrol uniform must always be worn on patrol [McDonalds]
- At least two (2) patrol members to always be watching the water
- At least two (2) patrol members always monitoring the radio (channel 2 and channel 3)
- The Patrol Captain is to always be made aware of all member locations/activities
- At least two (2) patrol members at the water's edge with a tube and radio when swimmers are in the water
- Rescue tubes are to always be carried by patrol members when on the beach
- Rescue tubes should not be tied to flag poles
- Ensure that members are advised to use board cradles to keep rescue resources, including boards, tubes, fins and radios readily available and near the water's edge should they be required
- That the IRB driver and Crew check that appropriately sized lifejackets are located within the IRB at the start of patrol
- That members be reminded of the need for vigilance, and the avoidance of distractions whilst on patrol.
- That members be reminded of the need for appropriate and ongoing communication during patrol and the various means by which this can occur.
- Members should not text, sunbathe or engage in any unprofessional behaviour (in uniform) in public view
- Only qualified IRB driver and crew are to operate the IRB
- Only licensed drivers to operate the SSV over the age of 25 and with a full Licence
- The SSV should always be left facing the water (out of gear and in neutral)
- SSV should always be driven at a low speed (unless in an emergency)
- No passengers are allowed in the tray of the SSV (unless in an emergency)
- The Director of Lifesaving – Wade Hammond or relevant officer should be notified immediately of any equipment damage/issues
- Patrol will adhere to full start and end of patrol procedures
- Patrol to Log on to Surfguard before Patrol Commences and await Radio Checks

Local Government By-Laws

If any of the following incidents occur whilst on patrol, please contact SURFCOM in the first instance or the Council Roving Lifeguard:

Nudist, unleashed dog on beach, theft, overdose, medical episode, Drones, civil disturbance

Patrol Improvement Notices and Breaches

Patrol Breach Improvement Notices

SLS NSW and HSLs operate a system of “Improvement Notices” which are issued to clubs where it has been identified the club has not been able to meet its obligations as noted in the SLS NSW Life Saving Agreement (LSA). This may include, but is not limited to, issues such as falling below the designated patrol numbers and/or award types or unavailability of required equipment during any patrol. The purpose of an **Improvement Notice** is to identify to all parties where a club needs to prioritise efforts to rectify any areas which may impact on their ability to effectively undertake their patrol requirements. Where SLS NSW and HSLs agree a club is exhibiting a pattern of behaviour that is contrary to the LSA, they will be put on notice that any further failure to comply with the LSA will result in a Formal Breach Notice being issued.

SLS NSW inform Hunter Branch of patrolling requirements not being met. Hunter SLS will inform the Club Captain, President and Secretary of a pending **Improvement Notice** and request explanation for this action on a letter head addressed to the CEO via email: ceo@hsls.org.au

HSLs will pass this explanation onto SLS NSW on your behalf and inform you of the outcome. On the occasion of repeated failure to meet LSA i.e., if a club receives three [3] **Improvement Notices**, this will result in the club receiving a Breach Notice.

Please refer to below Breach Identifications.

Breach Identification

Breaches of lifesaving standards primarily relate to a failure to deliver the minimum obligations as set and agreed by all parties within a club/service Lifesaving Service Agreement and the SLSNSW Standard Operating Procedures (SOPS).

Breach – Service Provision

Failure of a club/service to deliver a lifesaving service on a pre-designated day/period, including;

- The late opening of patrol – after minimum start time
- The early closure of patrol – prior to minimum finish time
- No service provision for the entire required period

Breach – Personnel/Qualifications

- Inadequate number of personnel to meet minimum requirements for staging a patrol
- Lack of qualified personnel to meet minimum requirements for staging a patrol
- Lack of minimum equipment on patrol

Misconduct/Negligence

- Misuse/dangerous use of equipment

Breach Levels

Level 1

Continued minor breaches of SOPS (patrol standards, such as;

- Poor uniform standards
- Sub-standard equipment on patrol
- Poor beach management standards

- Inappropriate use of radio network

Level 2

Failure to maintain/provide appropriate minimum standards, in breach of Lifesaving Service Agreement and SOPS, such as;

- Repeated level 1 breaches
- Late commencement of patrol/early closure of patrol
- Patrol numbers/qualifications below minimum standards
- Unreported non-operational core equipment
- Misconduct on patrol/negligence

Level 3

Failure to maintain/provide appropriate minimum standards, in breach of Lifesaving Service Agreement and SOPS, such as;

- Repeated level 2 breaches
- Non-staging of patrol (patrol no show)
- Level 2 breach resulting in an injury/death incident

Breach Penalties

The following penalties are guidelines and are reviewed on a case by case basis.

Level 1 – penalties may include;

- Grants/funding tagged/administered by Branch/SLSNSW to correct breach

Level 2 – penalties (for up to 6 months) may include;

- Ineligibility for grants/funding
- Grants/funding tagged/administered by Branch/SLSNSW to correct Breach
- Suspension from surf sports competition/representation
- Ineligibility for recognition awards such as those presented at the ‘Awards of Excellence’ (Branch/SLSNSW/SLSA) – not training awards/qualifications

Level 3 – penalties (for up to 12 months) may include;

- Ineligibility for grants/funding
- Grants/funding tagged/administered by Branch/SLSNSW to correct Breach
- Suspension from surf sports competition/representation
- Ineligibility for recognition awards such as those presented at the ‘Awards of Excellence’ (Branch/SLSNSW/SLSA) – not training awards/qualifications

Emergency Operations Plans

Emergency Beach Closure

Patrol Captains should consider the ‘closure’ of a beach at any time that there is an unacceptable/unmanageable risk to the public of the lifesaving service is unable to safely perform water safety tasks. For a detailed procedure, refer to Standard Operating Procedure ‘**LS 8.1 Emergency Beach Closure.**’

Examples include;

- Dangerous surf conditions
- Sharks
- Excessive stingers
- Powercraft hazards
- Lightning (30/30 rule)
- Tsunami/flood warning
- Storm pollution
- Chemical/fuel spill

Emergency Beach Closure Procedure

1. Determine if water area is to be evacuated
2. Inform SurfCom that you are about to close the patrolled area
3. Activate the 'Emergency Evacuation Alarm'
4. Inform every one of the following;
 - Water area is being closed; and
 - Reason for closure
5. Lower and remove the red and yellow patrol flags and black and white surfcraft flags
6. Post 'Swimming not advised' signs at identified beach access points and where the flagged area was located
7. Continually monitor all areas
8. Maintain minimum personnel, qualification and equipment requirements
9. Maintain an active presence on the beach to advise/warn public
10. An appropriate record should be made in the patrol log giving an outline of the incident

Closure Periods

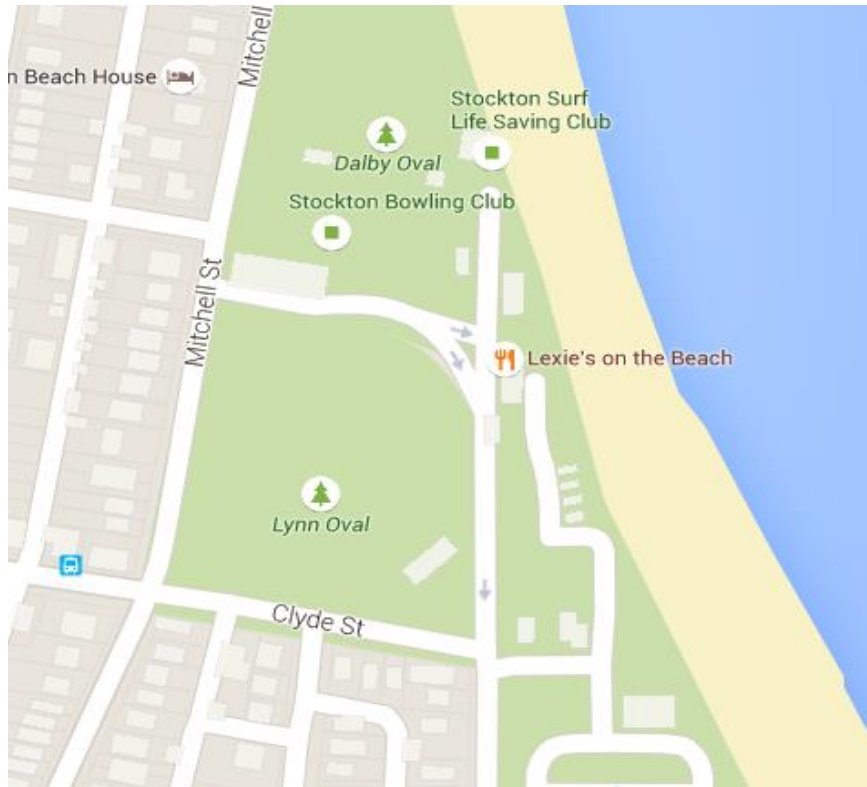
Generally, the beach will remain closed until such time as the identified hazard is controlled or no longer presents a risk.

Recommended closure periods include;

- Dangerous surf conditions – as determined/appropriate
- Shark – minimum 30 minutes from last confirmed sighting (or completion of search). **Please refer to local Council directives**
- Chemical/biological hazards – after confirmation from appropriate authorities that the area is safe
- Lightning – minimum 30 minutes after the storm has passed (after last sighting of lightning)

Emergency Rally Point

Emergency rally point location: Lynn Oval
Lynn Oval, Mitchell St
Stockton, NSW 2295



Helicopter Landing Zone (Lynn Oval)

During major incidents, rescue helicopters may be required to land on the beach or near the beach to assist treating the patient and possibly transporting the patient to hospital. Ultimately, the decision of where to land is made by the pilot of the aircraft based on weather conditions, the nature of the incident and surrounding hazards. Patrol Captains can prepare and suggest a landing zone using local knowledge prior to a helicopter arriving.

Things to consider when establishing a helicopter landing zone;

- 50m x 50m area (minimum)
- Flat and cleared of hazards (loose objects, power lines, trees, etc)
- Helicopter will approach the landing zone against the wind

Helicopter Landing Zone procedure;

- Nominate a suitable lifesaver as 'landing zone controller' and provide a radio
- 'Landing zone controller' briefs lifesavers on pre-landing and post-landing procedures
- Landing zone cleared of all loose objects, vehicles and people
- Landing zone established with minimum 50m x 50m area
 - Lifesavers to ensure landing zone is maintained and members of the public do not enter the area
 - 'Landing zone controller' is to be positioned on the side of the landing zone that the helicopter will land towards
- Establish contact with helicopter of 'Surf Channel 1' prior to landing and confirm suitability of landing zone. Provide a summary of key hazards (trees, power lines) within the area
- Helicopter lands, lifesavers ensure perimeter is maintained until helicopter departs
- Do not approach the helicopter and await instructions from the helicopter crew (only approach the helicopter from the front and once given the all clear from the helicopter crew)
- Ensure loose objects are secured and landing zone is clear of people prior to helicopter taking off

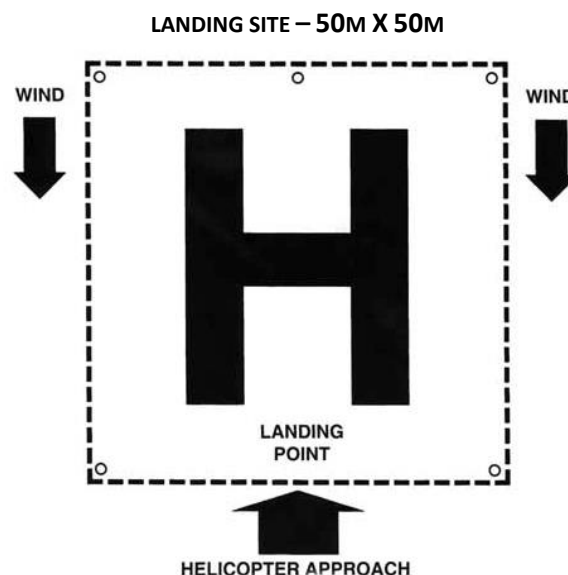
Helicopters Operations over Water

When working with a helicopter over water, the following rules need to be adhered to:

- Remain in view of the aircraft at all times
- Remain away from under the aircraft and rescue site when Helicopter is winching. Be very aware of down-wash from the rotors
- If providing a hover reference for the aircraft the following should be followed:
 - Remain 20 – 30 metres away, at a **2 o'clock position** from the front of the aircraft
 - Surf vessel [IRB/RWC] is to be positioned with operator facing out to the ocean, sled available for crewperson to access if needed
 - Maintain a line of sight with the pilot
 - Monitor radio but maintain radio silence unless urgent
- Stay clear of any winch cable/ropes hanging under the helicopter (rope in water)
- At night, do not shine your torches at the helicopter

IRB working with Helicopter

- Vessel to remain at the **2 o'clock position** with nose of IRB facing aircraft
- Be aware of the downdraft and noise from the aircraft
- Pilot and crewperson can view IRB at all times from the **2 o'clock position**
- Assist crewperson with cable if they are winched into the water to assist you with retrieval of POI



Standard Operating Procedures

For detailed information on Lifesaving procedures and policies, refer to the Standard Operating Procedures on the Surf Life Saving New South Wales website, Flip Books and Operations App User Guide.

Excerpt Beach Lifeguard Services Operational Manual

SECTION 1.7.6 INCIDENT RESPONSE

Suspected and Confirmed Shark Sighting Procedure

This section identifies essential tasks to enable the Unit Lifeguards to efficiently manage a Suspected and Confirmed Shark sighting incident at a patrolled Council beach. The report of a shark sighting may be made by a range of sources lifeguard/lifesaver, swimmer, surfer, aerial survey or any beach user.

In the case of a shark attack proceed as per SECTION 16 of the Beach Lifeguard Services – Beaches Emergency Response Plan.

Containment

Patrolling Lifeguards

- Responsible for initial confirmation and gathering of information on report of a suspected/confirmed sighting. Assess information and determine whether sighting is a suspected shark sighting or confirmed shark sighting.
- Information includes: Who made the sighting, where and when was the sighting, number of sharks, how far offshore, proximity to swimmers/surfers/surf craft users, how long did the sighting last and approximate size?
- The time and location of sighting in relation to the primary and secondary patrol area.
- Suspected sighting definition – an object identified within patrolled area (primary or secondary), details may not conform to shark behaviour/descriptions or source of information may not be considered completely valid or accurate. Generally speaking, is a sighting made by an individual that has not received some level of training or does not have significant experience with marine life, or cannot be verified in some way as credible
- Confirmed sighting definition – object identified within patrolled area (primary or secondary), details of sighting align with description/behaviour of shark and/or source appears reliable/confident. Generally speaking, is a sighting that is a visual by a lifeguard, trained staff, public official, sightings made by multiple persons, or other highly credible sources. It may also be any sighting that based on the information and evaluation is deemed to have a high level of credibility.

Suspected Shark Sighting Actions

1. Close beach as per SOP and evacuate public from water remotely using whistle, hand signals, vocal commands, etc.
2. Lifesaver ready IRB for launch and Lifesaver #1 conduct search in a sweeping pattern and evacuate remaining public from water in primary patrol area.
3. Second Lifesaver contact patrol team to advise of suspected sighting and decision to close beach temporarily. Maintain contact with Council Lifeguard at all times via 2way radio.
4. Once primary patrol area is cleared of patrons, sweep of secondary patrols area undertaken including advising surfers, whilst maintaining vigilance on primary patrolled area.
5. Patrol is to advise neighbouring patrolled beaches and deploy to an elevated position (tower/upper level of surf club) to monitor the water with binoculars.
6. If attending lifesavers confirm shark sighting, follow confirmed shark sighting procedure.

7. If sighting not confirmed after search (1 hour), Lifesavers may reopen and resume normal operations.
8. All appropriate paperwork is to be completed.

Confirmed Shark Sighting

1. Initiate emergency siren, close beach as per SOP and evacuate public from water remotely using whistle, horn, hand signals, vocal commands, etc.
2. Lifesaver ready vessel for launch and conduct search in a sweeping pattern and evacuate remaining public from water in primary patrol area.
3. Second Lifesaver contact patrol team to advise of suspected sighting and decision to close beach temporarily. Maintain contact with Council Lifeguard at all times via 2way radio.
4. Once primary patrol area is cleared of patrons, sweep of secondary patrol area to be undertaken, including advising surfers within site area whilst maintaining vigilance of primary patrolled area
5. Lifesaver to erect Shark Warning sign next to Red Flag/Beach Closed sign
6. Lifesaver is to advise neighbouring patrolled beaches and is then deployed to an elevated position (tower/upper level of surf club) to monitor the water with binoculars and maintain reasonable contact with public regarding the circumstances of the closure
7. If visual contact is made during search, the Lifesaver operating IRB, should consider trying to herd the shark out to sea or shadow the shark and its location from an appropriate distance (minimum 15 metres).
8. Lifesaver is to continue IRB sweep for 1 hour following last sighting.
9. If no further sighting is confirmed after 1-hour search period in sunny clear conditions with little surface water disturbance and water turbidity, the IRB is to return to shore.
10. 2-hour period of search should be conducted during periods of low light due to cloud cover, poor water clarity, medium to high level water turbidity due to wind chop or large surf conditions. Lifeguards may then reopen and resume normal operations.
11. Once reopened, Lifesavers to conduct a search for a minimum 30 mins behind the break as a precautionary measure and 1 hour from an elevated position (tower/surf club).
12. All appropriate paperwork is to be completed including DPI Shark Sighting report as per the NSW Shark Incident Response Plan.

Second Lifesaver

- Provide immediate support to initial response Lifesavers.
- Provide assistance loading/unloading the IRB.
- If not already completed, close beach as per SOP, or as required.
- If confirmed sighting, erect Shark sign next to Red Flag/Beach Closed sign.
- Contact is made with adjoining beaches.
- Contact SurfCom.

- Maintain reasonable contact with public regarding the circumstances.
- Remain vigilant from a viewing position.

SECTION 16: Beach Lifeguard Services – Beaches Emergency Response Plan

Major Bleeding & Tissue Damage: Eg Shark Attack / Power Boat Injuries

This section identifies essential tasks to enable the Unit lifeguards manage effectively and efficiently an incident involving major bleeding and tissue damage at the beach.

Note: If a shark attack:

- Remove all swimmers from the water immediately and close beach
- Do not attempt to swim to the aid of the shark attack victim
- Use an IRB/PWC which provides a safer environment for the lifeguards while the rescue is being made
- While approaching the victim avoid splashing, quick and erratic movements, and most importantly, avoid panic utilising-controlled breathing training techniques.

Attending Lifeguard/s

- **Contact emergency services**
- Bring the patient to the beach as quickly as possible – using boards, IRB/PWC etc
- Do not waste time trying to control bleeding in the water
- Carry patient above waterline
- **If conscious:**
 - Keep head level with heart and elevate legs
 - Keep warm by covering with a blanket but do not overheat
 - Moving patient must be kept to an absolute minimum
- **If unconscious**
 - Turn patient on side, care for ABC and prevent further loss of blood
- Attempt to stop bleeding by direct pressure
- If unsuccessful, use an arterial tourniquet.
- Patient will need to be stabilised at beach by medical team
- Moisten patients' lips, but do not give anything by mouth
- Administer oxygen therapy
- Continue to monitor and control bleeding until emergency services arrive

Senior Lifeguard

- Ensure that emergency services have been contacted
- Advise adjacent beaches and team leader

Team Leader

- If a shark attack, notify Police and DPI – Manager Special Operations / Director Fisheries Compliance and consider closure of patrolled and un-patrolled beaches in conjunction with Leisure Services Manager initiate reduction measures

Reduction

- Continue activities to reduce impact of emergency, including:
 - Public safety - if shark attack ensure that public are kept out of the water.
 - Delegate responsible member of the general public to meet emergency services upon arrival and direct to incident scene.
 - Delegate responsible members of the general public to control bystanders and keep a clear path for the Emergency Vehicles
- Team Leader to contact Police and DPI – Manager Special Operations / Director Fisheries Compliance.
- Police and DPI – Manager Special Operations / Director Fisheries Compliance and LMCC consider when appropriate to re-open the beach.
- Initiate recovery procedures.

Elimination

- Post incident review with staff
- Initiation of HINCS reporting system if required
- Post-event trauma counselling
- Post event debrief with relevant staff and representatives from NSW Police and DPI

Recording

- Complete reports as required including Department of Primary Industries (Fisheries) Shark Bite Information Sheet as per DPI Shark Incident Response Plan

Drones

- **Non-Surf Lifesaving Drones are not permitted over populated areas**
- **Hunter SLS has a Drone that may be used in Search and Surveillance operations**
- **Hunter SLS may also utilise the Drone for use at carnivals and at CVAs [assessments]**

Stockton SLSC Contact Directory

Club Name:	STOCKTON SLSC
Club Address:	Pitt Street, Stockton NSW 2295 – P O Box 29, Stockton
Club Email:	stocktonsurf@bigpond.com
Club Web Address:	www.stocktonsurfclub.com
Club Telephone:	02 4928 3562

Paid Administrator	
Name:	N/A
Contact Number/Email	
Days and Times at Club	

EXECUTIVE	NAME	MOBILE	EMAIL
President	Callan Nickerson	0402 143 223	president@stocktosurfclub.com
Director of Club Services	Jo-Anne Dryden	0411 725 672	clubservices@stocktonsrufclub.com
Director of Administration	Roslyn McMahan	0420 284 636	admin@stocktonsurfclub.com
Director of Finance	Wayne Findlay	0408 301 161	finance@stocktonsurfclub.com
Director of Lifesaving	Pierre Thomas	0403 370 894	lifesaving@stocktonsurfclub.com
Director of Education	Willow Forsyth	0412 146 349	education@stocktonsurfclub.com
Director of Surf Sports	Jason Upton	0427 113 353	surfsports@stocktonsurfclub.com
Junior Activities Chairperson	Kristie Freeman	0414 881 864	nippers@stocktonsurfclub.com

MANAGEMENT	NAME	MOBILE	EMAIL
After Hours Contact	Willow Forsyth	0412 146 349	clubservices@stocktonsrufclub.com
Lifesaving Coordinator	Pierre Thomas	0403 370 894	lifesaving@stocktonsurfclub.com
Gear & Equipment	Brendon Ryman	0413 339 635	brendon.ryman@transport.nsw.gov.au
Youth Coordinator	Kylie Smiley	0416 743 675	kyliesbiz@y7mail.com
First Aid Officer			
Boat Captain	Brian Foster	0412 446 626	fozzbj@hotmail.com
Senior Carnival Manager	Jason Upton	0427 113 353	surfsports@stocktonsurfclub.com
Junior Carnival Manager	Aimee Sinclair	0414 282 588	aimeemcmahon59@hotmail.com
Publicity Officer	Amanda Plumsted	0421 209 415	amandap3@bigpond.net.au
Public Officer	Roslyn McMahan	0420 284 636	roslynmcmahon@hotmail.com
Club Delegate	Callan Nickerson	0413 075 781	president@stocktosurfclub.com
Registrar	Kristie Freeman	0414 881 864	kristiefreeman77@hotmail.com
Power craft Captain	Brendon Ryman	0413 339 635	brendon.ryman@transport.nsw.gov.au
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