

Patrol Captain's Duties - NSOP

Section 1 – Patrol Operations

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1.0 PURPOSE

Outline the duties undertaken by the Patrol Captain (PC).

2.0 SCOPE

This procedure applies to all Patrol Captains.

3.0 REQUIREMENTS

Required PPE	NIL
Awards/Licenses	PC Award
Training	PC Course
Other	NIL
Equipment	NIL

4.0 INTRODUCTION

Patrol Captains are responsible for:

- a) the health, safety and welfare of all patrol members
- b) coordination of all patrol members' tasks and duties
- c) leading and managing incidents and rescues

There must only be one Patrol Captain for the patrol at any one time. Should the Patrol Captain change during the patrol, a formal handover must take place, covering the current Operational Risk Assessment, and any significant matters that arise from this.

5.0 PROCEDURES

- 5.1 Before commencing the patrol, check all previous Patrol Captain reports, IRB/RWC Log/s,



Vehicle Log/s and liaise with previous Patrol Captains if necessary to identify any hazards that could present risks.

- 5.2 Immediately prior to commencement of a patrol, undertake an Operational Risk Assessment with your team wherever possible, including checking weather and swell forecasts to assist planning for the patrol.
- 5.3 Conduct a team briefing with the Patrol Team. The briefing should cover, at a minimum; weather condition, tides, hazards, roster, expectations, roles and responsibilities of patrol tasks. The Patrol Captain should also discuss any health and safety matters.
- 5.4 Prior to, or during the first patrol, the Patrol Captain must induct patrol members for the season. Upon completion of induction, patrol members must sign the induction attendance register, which must be co-signed by the Patrol Captain for each individual patrol member. The Patrol Captain shall continue to induct patrol members throughout the season upon the patrol member's first patrol.
- 5.5 Identify whether a flagged patrol can be safely established. If not, refer to the Dangerous Conditions NSOP. The following factors should be considered:
 - a) competency and availability of lifeguards
 - b) availability of patrol and rescue equipment
 - c) prevailing weather and swell conditions
 - d) a satisfactory Operational Risk Assessment
- 5.6 Ensure that all lifesaving equipment is checked before the beginning of patrol by delegating roles, tasks and duties to patrol members.
- 5.7 At the start of the day, the Patrol Captain's Report is to be completed as far as practicable.
- 5.8 The Patrol Captain must always be in reasonable proximity to the patrol and be contactable on the radio at all times.
- 5.9 Ensure that the Operational Risk Assessment, patrol, incident, and patient forms are completed and entered into PAM where applicable, by the required deadline.

Note - The Patrol Captain may delegate this task, but still holds the responsibility.

Refer to web portal user guide.
- 5.10 Ensure all SLSNZ forms and IRB and RWC logs are accurately and neatly completed



where applicable.

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- 5.11 If there are any issues with patrol rescue assets that may impact any subsequent patrol, e.g., IRB damage, advise the appointed club delegate, e.g., Powercraft Officer, of the operational status of the rescue asset/s.
- 5.12 Where weather and opportunity permits, provide scenario-based training that enhances member development, ensuring the flagged patrol obligations are met at all times.

WORKING DRAFT