

# Nipper parent/guardian handbook

Nipper season 2023-24





Nipper Education Programs (Nippers) are a water safety, skills and education program that introduces children aged 5 to 14 years to lifesaving. The program is a key initiative of the lifesaving movement, and its continuous success is of vital importance to the growth and sustainability of Victorian lifesaving clubs.

Nippers is delivered at lifesaving clubs across Victoria throughout the summer months in a safe, fun, organised and welcoming environment. It assists to build children's confidence, knowledge, and skills on how to be safe around the water and at the beach, as well as the development of skills to become a future lifesaver.

Nippers caters for all manners of experience, skill levels and varying learning abilities of participants, with an emphasis on fun and education, regardless of development stages to ensure all experiences are positive.

**Life Saving Victoria acknowledges the Bunurong People of the Kulin Nation on which this guide was written and the many Traditional Owners where the Lifesaving Education programs are delivered. We recognise the significant cultural links many of the waterways and land used for water safety and lifesaving education have and encourage all our Partners to work closely with their local Aboriginal & Torres Strait Islander communities to provide inclusive programs. We pay our respects to Aboriginal & Torres Strait Islanders, including their Elders, past, present, and emerging.**



Image: Painting by Nathan Patterson, a proud Wagiman man. The painting is a tribute to both the traditional custodians of the land and the role lifesaving plays in bringing together and protecting the Victorian community.

# Welcome

Hello all, from your new Seaford Life Saving Club Junior Coordinator!

I want to thank our Nippers members and families for your support for the program and welcome new members to our club.

After feedback over the past two seasons from nipper families, Age Managers and water safety, we have decided to move our Nippers program to Friday nights, from 5pm to 6:30pm.

Some of the reasons involved in the change include:

- our previous Saturday afternoon timeslot is often the busiest period on the beach over summer, affecting beach and water space and parking availability
- it is also peak UV exposure, so moving to an evening session will also be more SunSmart
- it has been hard to get enough water safety and lifesavers to assist with running water activities on weekends, while we also have beach patrols operating
- neighbouring clubs like Frankston also run their Nippers program on Friday evenings, which would enable us to have inter-club competitions
- enables our Nippers families to have weekends free for holidays and other sport and leisure activities.

To find out more about current memberships, visit:

<http://www.seafordlsc.com.au/becoming-a-member/membership-fees/>

Steve Pogonowski  
Junior Coordinator  
[nippers@seafordlsc.com.au](mailto:nippers@seafordlsc.com.au)



## About Lifesaving

The primary mission of Victorian lifesaving clubs is to provide a safe and enjoyable aquatic experience for all visitors to our beaches. Over the summer period (usually the end of November through to Easter) lifesaving clubs and lifeguards provide beach patrols at over 60 Victorian beaches on weekends and public holidays.

Victoria's coastline and inland waterways are unique and their recreational opportunities endless. Life Saving Victoria is keen to ensure that all visitors are aware of their own abilities and the potential dangers at the beach. Lifesaving clubs train volunteer lifesavers in aquatic rescue and resuscitation techniques as well as offering water safety education to the general beach going public.

Since the early 1900's lifesaving clubs have been an integral part of Australia's coastal and inland waterways, with volunteers providing education and training in lifesaving activities, as well as providing the iconic 'swim between the red and yellow flags' patrolled areas. Lifesaving clubs harness the support of local communities and use a network of support services such as the Westpac Lifesaver Rescue Helicopter and Drone Service, Rescue Watercraft and Marine Search and Rescue boats to ensure the safety of the nation's waterway users.

## Life Saving Victoria

Life Saving Victoria (est. 2002) is an initiative of the Royal Life Saving Society Australia Victoria Branch (est. 1904) and Surf Life Saving Victoria (est. 1947). Operating as a social enterprise, we are an independent company that is limited by guarantee. Life Saving Victoria is a registered charity with the Australian Charities and Not-for-profits Commission (ACNC) and has Deductible Gift Recipient (DGR) status with the Australian Taxation Office.

Life Saving Victoria's is forging new lifesaving and water safety initiatives while respecting the proud traditions and programs of Royal Life Saving and Surf Life Saving National organisations.

### Our Mission

Life Saving Victoria's mission is to prevent aquatic related death and injury in all Victorian communities and has the vision that all Victorians will learn water safety, swimming and resuscitation and be provided with safe aquatic environments and venues.

### Our Vision

All Victorians will enjoy our aquatic environment after learning water safety, swimming, and resuscitation.



## Introduction to the nippers education program

The vision for Nippers is to provide a safe and friendly environment where both nippers and parents can learn and enhance their knowledge about lifesaving and to prepare our Nippers to be future patrolling members.

There are 12,000+ Nippers here in Victoria. Nippers start learning about surf and inland waterway awareness, and safety through the Nipper Education Program. They are also participating in board paddling, swimming, running, wading and other activities and games, that will assist Nippers to become future lifesavers.

Surf awareness and education is a primary aim of the program. Children are taught from the youngest age how to respect and read the surf and to use it to their advantage. This is done in an environment of fun, healthy lifestyle and camaraderie which is unique to lifesaving.

Life Saving Victoria aims to encourage all children to achieve, do their best and develop to their full potential, whilst learning new skills and having fun. We encourage participation in all activities.

## Nipper education program details

Location: Seaford Lifesaving Club

Sessions: Fridays 5 - 6:30pm

|  |                         |  |
|--|-------------------------|--|
|  | <b>2023</b>             |  |
| <b>Week 1</b>                                  | Friday 1 December       |  |
| <b>Week 2</b>                                  | Friday 8 December       |  |
| <b>Week 3</b>                                  | Friday 15 December      | Christmas celebration                  |
| <b>CHRISTMAS - NEW YEAR BREAK - NO NIPPERS</b> |                         |  |
|  | <b>2024</b>             |  |
| <b>Week 4</b>                                  | Friday 5 January        |  |
| <b>Week 5</b>                                  | Friday 12 January       | Intra-club Competition (TBC)           |
| <b>Week 6</b>                                  | Friday 19 January       |  |
| <b>AUSTRALIA DAY LONG WEEKEND - NO NIPPERS</b> |                         |  |
| <b>Week 7</b>                                  | Friday 2 February       |  |
| <b>Week 8</b>                                  | Friday 9 February       | Social function                        |
| <b>Week 9</b>                                  | Friday 16 February      |  |
| <b>Week 10</b>                                 | Friday 25 February      | Intra-club Competition (TBC)           |
| <b>Week 11</b>                                 | Friday 1 March          |  |
| <b>LABOUR DAY LONG WEEKEND - NO NIPPERS</b>    |                         |  |
| <b>Week 12</b>                                 | Friday 15 March         |  |
| <b>Week 13</b>                                 | Friday 22 March         | Easter celebration – Nippers vs Patrol |
| <b>Presentation day</b>                        | Saturday 20 April (TBC) |  |
| <b>ANZAC Day march</b>                         | Thursday 25 April       |  |





## Staying safe

We are asking all parents / carers to support us to stay safe by:


- Staying at home if you or your child have any COVID-19 symptoms or are unwell
- Practicing good hygiene
- Going directly to your allocated group areas
- Bringing your own sunscreen, water bottles and towels to avoid sharing
- Adopt an 'arrive, participate, and leave' approach – get ready and shower at home. We are committed to keeping all members of the club safe.

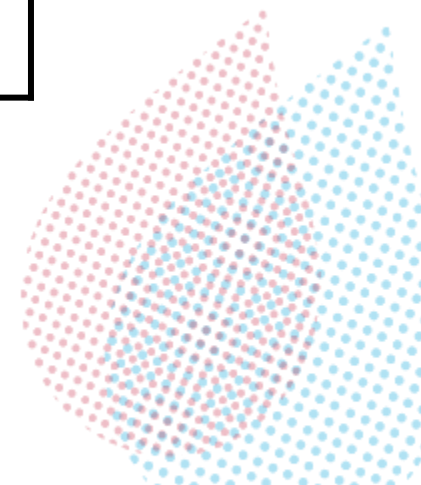
## Parent involvement - How can I get involved?

Lifesaving is a fantastic community organisation to be a part of, offering opportunities for the whole family to be involved in programs from grassroots to competition level. Nippers relies on the support of its members & parent helpers; no lifesaving knowledge is necessary as you will learn alongside your Nipper. This may include setup and pack down of the beach/activities, becoming a qualified Age Manager, becoming a qualified water safety officer, or assisting with the Nipper Admin App.

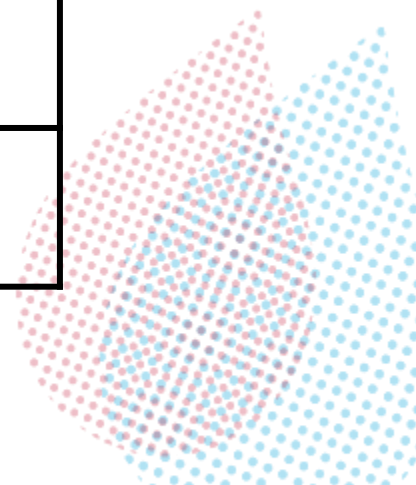
**Please note: a nipper parent/guardian is required to be on the beach at all times, whilst the program is running.**



| Role  | Overview  | Pre-requisites   |
|---|---|--|
| <p data-bbox="152 284 327 316">Age Manager</p>  | <p data-bbox="434 284 1048 558">An Age Manager has the overall responsibility of a Nipper Age Group and an introduction role to support the running of the program. They are responsible for facilitating the development of surf lifesaving skills and for the overall safety and wellbeing of their age group.</p> <p data-bbox="434 606 996 798">Age Managers are required to complete an online <u>or</u> face to face course, child safe awareness course and then complete 2 practical sessions prior to gaining accreditation.</p> <p data-bbox="434 845 1048 917"><a href="#">Click here for instructions of how to access the Age Manager Online course.</a></p> <p data-bbox="434 965 1048 1077"><a href="#">Click here for instructions of how to access the Safeguarding Children and Young People Awareness Course</a></p> | <ul data-bbox="1137 295 1736 1005" style="list-style-type: none"> <li>• No lifesaving experience necessary</li> <li>• Be 18 years or older</li> <li>• Be a financial member of a Life Saving Club</li> <li>• Hold a current Working with Children Check with details recorded in SurfGuard</li> <li>• Completed the online child safe awareness course</li> <li>• Completed the online or face to face Age Managers Course</li> <li>• Undertake a minimum of two on-the-beach mentoring sessions with an Age Manager Mentor</li> </ul> |



|                         |   |   |
|-------------------------|---|---|
| Age Manager Assistant   | The age manager assistant award is to formally recognise younger members aged 13-17 yrs who help with nippers and making sure they have the necessary skills to assist with facilitation. Age manger assistants can support age managers with education or coaching elements. The age manager assistant award allows age manager assistants an option to complete their CPR, Radio Operators Certificate or First Aid Certificate with the support and guidance of their mentor/club. | <ul style="list-style-type: none"> <li>• Must be assigned an over 18 qualified Age Manager as mentor by the club.</li> <li>• Must create their own individual SLSA Members Area Account.</li> <li>• Complete the online observers award via SLSA Member Area.</li> <li>• Complete 2 on the beach training sessions with Age Manager Mentor</li> <li>• Attend an online Age Manager Assistant Course with LSV</li> </ul> |
| Water Safety            | Water safety requirements are 1:5 therefore the number of water safety personnel will determine the number of nippers who are able to enter the water at any one time.  | <ul style="list-style-type: none"> <li>• Bronze Medallion or SRC</li> <li>• Be a financial member of a Life Saving Club</li> <li>• Hold a current Working with Children Check with details recorded in SurfGuard</li> <li>• Complete the online child safe awareness course</li> </ul>  |
| BBQ*                    | Parents who cook the BBQ for post nipper sessions   | <ul style="list-style-type: none"> <li>• Hold a current Working with Children Check with details recorded in SurfGuard</li> </ul>   |
| Nipper Admin Assistance | Assisting the Nippers Coordinator with administration of the Nippers program  | <ul style="list-style-type: none"> <li>• Hold a current Working with Children Check with details recorded in SurfGuard</li> </ul>   |





## What to expect from Nippers Education Program

The main aims of the Nippers Education Program are to:

- Develop surf and inland waterway awareness.
- Increase confidence and skills in beach related activities.
- Instill and re-enforce SunSmart philosophies.
- Encourage enjoyable and healthy participation.
- Promote a positive non-threatening environment.
- Meet new friends.




## What your Nipper(s) will learn

Your Nipper(s) will learn a number of new skills on the beach and in the water, as well as key education areas and water safety

## Nipper skills

Nipper skills builds progressively on skill development from U6-U13 in beach, water and lifesaving activities. The activities are designed to provide Nippers the skills to be safe around open water and prepare them to complete their Surf Rescue Certificate (SRC).

| Beach Activities   | Water Activities   |
|--|--|
| <ul style="list-style-type: none"><li>• Beach Sprints</li><li>• Beach Relay</li><li>• Beach Run</li><li>• Beach Flags</li><li>• Nipper Games</li></ul>  | <ul style="list-style-type: none"><li>• Wading</li><li>• Dolphin Diving</li><li>• Surf Race</li><li>• Boards</li><li>• Aquacameron - U8+</li><li>• Run-Swim-Run - U8+</li><li>• Board Relay - U10+</li><li>• Ironman/Ironwoman - U11+</li><li>• Board Rescue - U12+</li><li>• Tube Rescue - U12+</li></ul> |



## Nipper education

Nipper Education progressively builds on knowledge development from U6 - U13. Lessons are designed to educate Nippers to be safe around the open water environment and provide basic knowledge to prepare them to complete their Surf Rescue Certificate.

Topics include:

- Introduction to Lifesaving
- Personal Safety Network
- Know the Beach
- Our Beach Environment
- Eat, Drink and Exercise
- Play It Safe in the Water
- First Aid
- Becoming a Lifesaver



## What is required to participate in Nippers

All participants that wish to be part of the Nippers Education Program must:

- Be a financial club member for the current season
- [Click here to view an online user guide of how to join a club](#)
- [Click here to view how to renew your club membership](#)
- Be 5 – 13 years of age by midnight on September 30, note once a Nipper turns 5 in the season, they can join the U6 group.
- Stay in designated age group, even if their birthday occurs during the season
- Complete a Preliminary Swim Evaluation prior to commencing Nipper activities in the water
- During aquatic activity, wear a standardised high-visibility lycra vest or shirt for easy identification above the water surface



## Nipper age groups - season 2023/24

| Age Groups | Date Ranges            | Surf Education Award |
|------------|------------------------|----------------------|
| <b>U6</b>  | 1/10/2017 – 30/09/2018 | Surf Play One        |
| <b>U7</b>  | 1/10/2016 – 30/09/2017 | Surf Play Two        |
| <b>U8</b>  | 1/10/2015 – 30/09/2016 | Surf Aware One       |
| <b>U9</b>  | 1/10/2014 – 30/09/2015 | Surf Aware Two       |
| <b>U10</b> | 1/10/2013 – 30/09/2014 | Surf Safe One        |
| <b>U11</b> | 1/10/2012 – 30/09/2013 | Surf Safe Two        |
| <b>U12</b> | 1/10/2011 – 30/09/2012 | Surf Smart One       |
| <b>U13</b> | 1/10/2010 – 30/09/2011 | Surf Smart Two       |
| <b>U14</b> | 1/10/2009 – 30/09/2010 | SRC                  |

### Note:

- If the Club's nipper activities commence prior to 30 September, then the child is still grouped into the age group of their age as of 30 September.
- A child cannot be classed as a member until they turn 5 years old (e.g., if a child turns 5 on 1 November, they cannot partake in any activities until that date)
- Child who turns 5 after 30 September in the current season will be required to join as an U6, for the current and following season.





## Preliminary swim evaluations

Being able to swim competently is an integral part of making children safe at the beach as well as allowing them to actively participate and enjoy lifesaving activities.

We do recognise that swimming in the ocean is a new experience for many children and that even competent pool swimmers can find this challenging at first. Our aim is to encourage children and to help develop their confidence and skills swimming in the ocean, as well as provide surf and inland waterway education.

Preliminary swim evaluations are a **risk management procedure** that is in place to ensure nippers are fit and able to meet the minimum requirements for safety of the nipper program. The evaluations consist of floatation, submersion & propulsion.

These will be completed at the beginning of the program so we can determine how many Nippers can go in the water at once and if anyone will need extra support in the water activities.

Should your child not meet the minimum requirements then one-on-one water safety will be provided (if there is sufficient number of water safety available), otherwise your child can participate in land-based activities only. We will work with your child to meet the minimum requirements.

**Please note: Nippers is not a learn-to-swim program. We strongly encourage you to enrol your children in “learn to swim” classes depending on their current ability.**



## Preliminary swim evaluations

Please be aware of the following junior preliminary skills evaluation are effective from **1st June 2023**

For further information regarding the skills please refer to [Club Gateway](#)

**Assessors must be ONE of the following for a minimum of 3 years in order to be able to assess:**

- Age Manager Mentor with a minimum of 3 years' experience
- Age Manager with a minimum of 2 years' experience
- LSV accredited core, technical, senior or performance officials with a minimum of 3 years' experience
- Be proficient in SRC (at minimum) or hold a bronze medallion for a minimum of 3 years, and with a minimum age of 18 years.

### **Please Note:**

In instances where evaluations cannot be completed within the club, a qualified and currently accredited swim coach can be endorsed to sign off the preliminary skills pool assessment.

Swimming coaches can assess and are required to provide their current Australian Swimming Teachers and Coaches Associate (ASTCA) number, their name and email address and the name of the children who have successfully completed the swim.

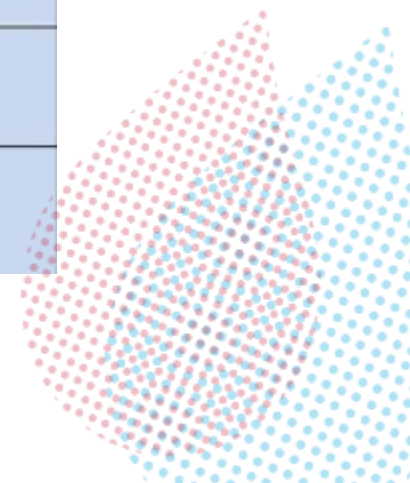
### **Requirements of the assessor's responsibilities:**

- Be familiar with the process of reasonable adjustment.
- Complete relevant paperwork accurately and return in a timely manner.
- Delegate names must be minuted at a club management team meeting as required.



## Preliminary swim evaluation requirements

| Age Group | Flotation   | Submersion  | Propulsion   |
|-----------|---|---|--|
| Under 6   | Back or front float for a minimum of 5 seconds, recover to stand.   | Submerge to touch the bottom with hands.  | From standing position in waist deep water, perform a front glide (1-2 metres) & recover to stand.   |
| Under 7   | Back or front float for a minimum of 10 seconds, recover to stand.  |   | From standing position in waist deep water, perform a front glide (2-3 metres) & recover to stand.   |
| Under 8   | Back or front float for a minimum of 15 seconds, recover to stand.  |   | Swim on front any stroke (distance 20 metres) followed by swim underwater (distance 2-3 metres).   |
| Under 9   | Front to back float or back to front float – 5 seconds each side. Tread water and/or any stroke sculling for a minimum of 1 minute. | Submerge to touch the bottom with hands.  | Swim on front through water any stroke for 25 metres followed by survival stroke(s) breaststroke and/or sidestroke and/or back sculling for minimum 10 metres. |
| Under 10  |   |   | Swim on front through water any stroke for 25 metres followed by survival stroke(s) breaststroke and/or sidestroke and/or back sculling for minimum 25 metres. |
| Under 11  | Front to back float or back to front float – 5 seconds each side. Tread water and/or any stroke sculling for minimum of 2 minutes.  | Submerge to perform forward or backward roll/somersault underwater, recover to surface, submerge to touch the bottom with hands.        | Swim on front through water any stroke for 25 metres followed by survival stroke(s) breaststroke and/or sidestroke and/or back sculling for minimum 50 metres. |
| Under 12  | Front to back float or back to front float – 5 seconds each side. Tread water and/or any stroke sculling for minimum 3 minutes.     | Submerge to perform forward or backward roll/somersault underwater, recover to surface, submerge to touch the bottom with hands.        | Swim on front any stroke for 75 metres followed by survival stroke(s) breaststroke and/or sidestroke for minimum 50 metres.                                    |
| Under 13  |   |   | Swim on front any stroke for 100 metres followed by survival stroke(s) breaststroke and/or sidestroke for minimum 50 metres.                                   |
| Under 14  |   | Submerge to perform forward or backward roll/somersault underwater, do not recover to surface, submerge to touch the bottom with hands. | Swim on front any stroke for 100 metres followed by survival stroke(s) breaststroke and/or sidestroke for minimum 100 metres.                                  |





## Uniform requirements

All nippers must wear the club/age group cap whilst the Nipper Education Program is running.

The use of high visibility lycra tops is mandatory for all open water-based activities in the junior program. This includes swims, board paddling and wading. It is recommended to wear a long sleeve rash vest if appropriate.

The lycra tops must meet the colour guidelines set out by SLSA which are fluoro pink, fluoro yellow and fluoro green.

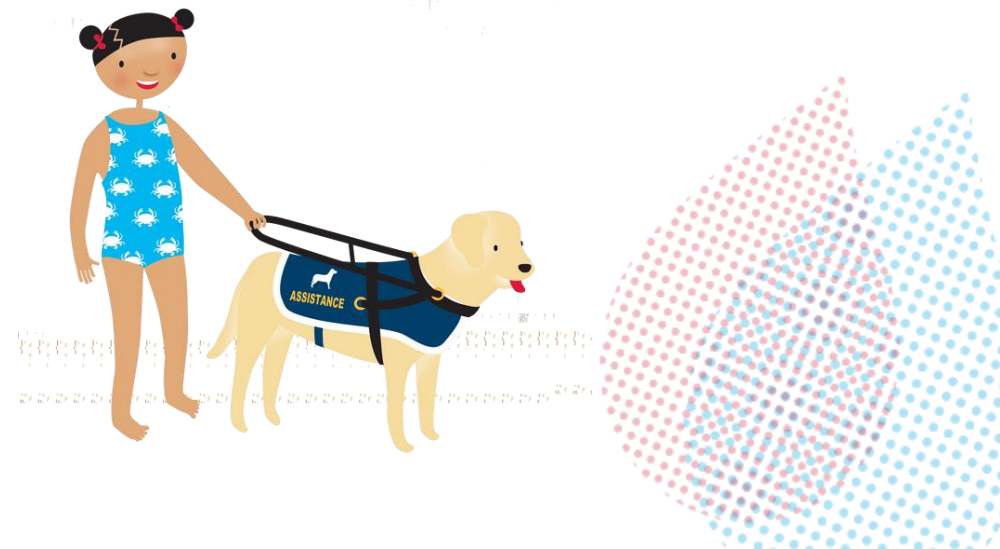
**Contact the club** to purchase merchandise or **visit the club website**.

## What to bring to each session

Your child will need to have the following items each week:

- Bathers
- Long sleeve rash vest or protective top
- Wide brim or bucket style hat or legionnaire style cap
- Sun block (at least SPF 30+)
- Goggles
- Towel
- Water bottle (filled with water)
- Club cap or age group cap
- Dry clothes for after nipper program session (suggested only)

Please label all belongings clearly.



# Sun safety

We aim to teach children about all aspects of waterways/beach safety, including sun protection. We encourage all participants and spectators to follow these procedures:

1. **Slip** on sun-protective clothing
2. **Slop** on SPF30 (or higher) broad-spectrum water-resistant sunscreen at least 20 minutes before going outdoors and re-apply every two hours
3. **Slap** on a broad-brimmed hat that protects your face, head, neck and ears
4. **Seek** shade
5. **Slide** on sunglasses
6. **Sip** on water

Remember to think UV is not heat, the UV level can be as high on a cold or cloudy day as it is when it is a hot day.  
The free SunSmart app tells you when sun protection is recommended for your location and shows the current UV levels.

Source (<https://www.cancervic.org.au/preventing-cancer/be-sunsmart>)



## Junior sport competition

Sport competition began as and continues to be a way for our lifesavers to maintain the skills and physical abilities required to be a lifesaver. There are a wide range of opportunities available for members interested in participating in lifesaving sport.

The skills learned in the Nipper program are based on key lifesaving skills and many will be part of competition events. There are a number of carnivals run throughout the season for nippers to participate in.

From the age of 8 (Under 9), junior members can begin to compete in swimming and board events at junior carnivals. To ensure that all juniors have the ability, strength and fitness required to complete the course they must pass the competition skills evaluation specific for their age group, as determined by SLSA.





## Junior/youth opportunities with life saving victoria



### **U13 Development Camp (12-13)**

The U13 Development Camp is an opportunity for youth members to develop their interpersonal skills, be introduced to lifesaving pathways and opportunities, and to network with likeminded lifesavers from across the state over a 3 day live in camp.



### **U15 Development Camp (14-15)**

The U15 Camp is an opportunity for youth members to develop their leadership, interpersonal and teamwork skills while also broadening their understanding of lifesaving pathways and opportunities. Participants will have the opportunity to learn, share and network with likeminded lifesavers from across the state over a 3 day live in camp.



### **U18 Development Camp (16-17)**

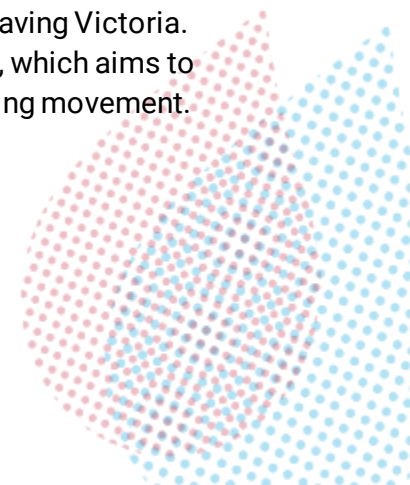
The U18 Leadership Development Camp is an opportunity for youth members to develop and enhance their leadership and lifesaving skills, to support their progress through their lifesaving journey.

Participants will have the chance to learn about their leadership style and building effective teams through fun practical activities. They will also have the opportunity to develop lifesaving, mentoring and coaching skills to utilise back at their club through on beach scenario-based training.



### **Champion Junior Lifesaver Development Day**

The Champion Junior Lifesaver Development Day is a reward and recognition day for youth members that have gone above and beyond within their respected clubs. It is an opportunity to come together with like-minded members to build on SRC skills, participate in development workshops and explore the different services and pathways through Life Saving Victoria. Members nominated for the day will be in the running for the Mike Martin Champion Junior Lifesaver award, which aims to recognise and celebrate the achievements and commitment of our youth members to their club and lifesaving movement.



## Junior/youth opportunities with life saving victoria



### LSVj

Life Saving Victoria Junior (LSVj) Advisory Committee was created from the winning 2019 Youth Symposium Innovation Challenge concept, to create a committee who would be a voice and help to recognise the needs of their fellow youth members. **The LSVj Advisory Committee (14-18yrs)** is responsible for representing youth member views, values and ideas. It aids as a method for engaging youth members and provides another platform for youth development and leadership. The LSVj Advisory Committee hopes to play a significant role in shaping the future of lifesaving for the next generation of lifesavers.

Working with the LSVj Advisory Committee are the team of LSVj Club Representatives, who are the youth members nominated to represent their Life Saving Club's youth views and ideas.

### LSVj Youth Symposium

The Symposium will bring together youth members from across Victoria for a day of inspiration, fun, and empowerment through delivery of keynote speakers, leadership development activities and a platform to discuss the big issues facing our youth members.

The day promises to enrich, challenge, and facilitate our leaders of tomorrow with valuable leadership, wellbeing strategies and communication skills.



## Safety

Safety is our first priority for all activities. Safety extends to on the beach and in the water and also gives consideration to the protection of all children

## Medical/health and wellbeing information

Should your child have any medical / health conditions, please ensure these are recorded upon registering for the season and inform the Junior Coordinator and Age Manager.

## Safeguarding children and young people

LSV takes seriously its responsibility to deliver a safe, fair and inclusive environment for Children & Young People involved in lifesaving.

Life Saving Victoria is committed to the Safeguarding of Children and Young People (SCYP) and acknowledges a safeguarding organisation doesn't just happen; it requires conscious action to protect children from harm.

It is imperative that we provide a safe and supportive environment for children and young people, that focus' on fun, education and building the confidence of our people through positive learning and development.

LSV's core values include being open, welcome and inclusive and building stronger and safer communities for everyone. LSV empowers and expects all employees, members, board members, affiliated Clubs, consultants, contractors and licensees, to create and maintain a safe culture for children and young people.

LSV is committed to reducing the risks of abuse and harm to children and young people, and will ensure all staff; members, affiliated Clubs, consultants, contractors and licensees understand and adhere to the SCYP Policy and Procedure, relevant legislation, and statutory requirements.

For more information on LSV's Child Safe and reporting policies head to: [Child Safety | Life Saving Victoria \(lsv.com.au\)](https://www.lsv.com.au/child-safety)





## Child safe awareness course - SLSA

LSV recommends that all members over the age of 18 or any member in a position of authority (ie. Age Managers) should undertake the Child Safe Awareness Online module prior to the season commencement and refresh every two years.

The Child Safe Awareness Course provides participants with an awareness of child abuse and child protection and the confidence to be able to take appropriate action when they become concerned with the safety of a child.

[Click here to view to user guide of where to access the Child Safe Awareness Course](#)

## Working with children check

This information should be read in conjunction with:

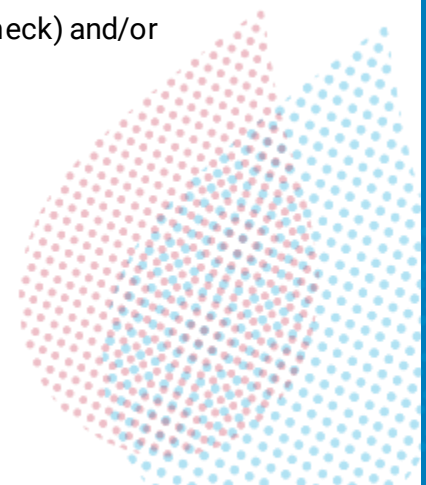
- The full policy can be found by clicking on the attached – [Working with Children Check Policy](#)
- The member guidance notes can be found by clicking on the attached - [Working with Children Check – FAQ's](#)
- SLSA Policy Statement – [Member Protection Policy – Policy Number 6.05](#)
- Working with Children Act 2005 (the Act)

Life Saving Victoria (LSV) is committed to the health, safety, and wellbeing of all its members and is dedicated to providing a best practice approach to ensure a safe environment for those participating in lifesaving activities.

LSV is a unique organisation that has multiple purposes including community service, sporting, education and leadership opportunities and programs. Each of these individual aspects inter-relate with each other. It is due to the multifaceted nature of LSV, that members 18 years of age and above interact with children across a broad spectrum of activities, that this policy must be broadly applied.

Additionally, LSV as an employer and volunteer organisation has a responsibility to:

- Ensure no employee or volunteer with a Negative Notice (i.e. have been found unsuitable to work with children from the WWC Check) and/or Interim Negative Notices (as defined under the Act), undertakes child related work
- Employees and volunteers have the appropriate WWC Check according to the work undertaken



LSV has a moral obligation to protect its young members (U18). It also has a State legal requirement to ensure all young members are protected from physical and sexual harm. This legal requirement involves all members eighteen (18) years and older who undertake volunteer work that:

**Any person 18 years and over, in a voluntary or salaried position, who works with people under 18 years of age in any capacity is required to have a valid Working with Children Check registered to LSV and their Life Saving Club.**

The Department of Justice WWC Check website defines Child related work as contact with a child that is “direct” and part of the person’s duties. Direct contact includes oral, written or electronic communications as well as face to face”. (Reviewed 11 July 2017, [www.workingwithchildren.vic.gov.au](http://www.workingwithchildren.vic.gov.au))

This includes all members over the age of 18 years old and recommended for all member regardless of age that are in Positions of Authority (PPA). A WWCC will consider offences of a sexual, violent and drug related nature and any offences that presents an unjustifiable risk to the safety of children. The check includes:

- National criminal record check for relevant convictions, findings of guilt and relevant pending charges a review of relevant findings from prescribed professional disciplinary bodies (currently only the Victorian Institute of Teaching)

Clubs can confirm members have a valid card by periodically using the check status function on the department of justice website linked below:

<https://online.justice.vic.gov.au/wwccu/checkstatus.doj>

## **Change of personal details requirements**

Individuals (both cardholders and applications) are required by law to notify the department within 21 days of any changes to:

- your name and those you are or have been known by
- your birth date
- your residential address
- the phone numbers you have provided in your application
- the organisations you do child-related work for and their contact details.

## **Website update**

Clubs can confirm members have a valid card by periodically using the check status function on the department of justice website linked below: <https://online.justice.vic.gov.au/wwccu/checkstatus.doj>



## Exemptions

### Clarification regarding persons exempted under the Act – Police Officers and VIT registered teachers.

The Working with Children Act 2005 provides for exemptions to Police Officers and VIT registered Teachers. Life Saving Victoria requires these people to have a WWC Check – despite their exemption under the Act.

The reason being that if a VIT registered Teacher or a Police Officer who is a member or staff of LSV or of an associated Life Saving Club commits an offence, Life Saving Victoria needs to be notified.

If Life Saving Victoria is not listed as the staff or volunteers' employer or relevant organisation, the Department of Justice and Department of Education would be informed but Life Saving Victoria and the club would not.

As a result, a teacher or Police Officer who is a member of a club could have committed an offence and still be interacting with children. For this reason, Life Saving Victoria requires all members over the age of 18 to have a valid WWC Check specific to Life Saving Victoria and their associated Life Saving Club.

The WWC Check creates that vital link to ensure any alleged breaches (despite employment) can be picked up by the Department of Justice, who then reviews and if deemed appropriate, informs all relevant voluntary organisations.

**Note** at the time of print, LSV is currently reviewing these requirements due to recent changes in Teacher VIT requirements. The current policy will stay in place until review completed. Any changes will be advised by Circular.

### Paid/Volunteers Checks

If a member already has a paid WWC Check it is possible to add a volunteer organisation to the employee WWC Check. However, a volunteer check cannot be updated to include an employer organisation.



## Code of conduct

General Code of Conduct Members and all people involved in any way with SLS will:

- a) Respect the rights, dignity and worth of others – treat others as you would like to be treated yourself
- b) Be ethical, considerate, fair, courteous, and honest in all dealings with other people and organisations
- c) Be professional in, and accept responsibility for your actions
- d) Be aware of and always follow – SLS' standards, rules, policies, and procedures and promote those standards, rules policies and procedures to others
- e) Operate within the rules and spirit of the sports, including the national and international guidelines that govern SLS
- f) Understand the possible consequences of breaching the Codes and/or this Policy
- g) Report any breaches of the Codes or this Policy to the appropriate PPA
- h) Refrain from any form of abuse, harassment, discrimination, and victimisation towards others
- i) Raise concerns regarding decisions of PPA through the appropriate channels and in a timely manner
- j) Provide a safe environment for the conduct of activities in accordance with any relevant SLSA policy
- k) Show concern, empathy and caution towards others that may be sick or injured
- l) Be a positive role model to all
- m) Respect and protect confidential information obtained through SLS activities or services; whether individuals and/or organisational information
- n) Maintain the required standard of accreditation and/or licensing of professional competencies, as applicable to the role(s)
- o) Ensure that any physical contact with others is appropriate to the situation and necessary for the person's skill development
- p) Refrain from intimate relations with persons over whom you have a position of authority
- q) Agree to abide by the Codes
- r) Maintain a duty of care towards others
- s) Be impartial and accept the responsibility for all actions taken.

## Contacts

Should you need to get in touch with us throughout the season please contact –

[admin@seafordlsc.com.au](mailto:admin@seafordlsc.com.au) or visit our website

## Thank you

Thank you for supporting the Seaford Lifesaving Club, we look forward to seeing you on the beach.





