



North Bondi Surf Life Saving Club

By-laws

BY-LAWS INDEX

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Alan Pearson Room By-laws

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. The Alan Pearson Room shall be made available to Youth members and their families as a recreation space:
 - a. from Monday to Friday, during school terms, from 3pm to 6pm and from 12pm to 6pm during Public and school holidays; and
 - b. at other times subject to availability providing it is not required for meeting or function bookings.
2. The “Coffee Club” Members shall have priority access to the space on weekdays (except on public holidays) from 5am to 12pm.
3. Locked cupboards have been fitted to the room for both groups to store any food or equipment required. Unauthorised access to the locked cupboards is **NOT** permitted.
4. The room is to be made clean and tidy at the end of each use (including washing any dishes used) so that the following group can enjoy a clean environment. Everyone is to clean up after him or herself.
5. The toilet and shower in the room is for disabled members and visitors. It is **NOT** to be used unless in an emergency or by families with toddlers.
6. Any persons using the space must ensure that no club equipment is left outside and that all doors are securely locked when leaving. This room poses a security threat to the club so please strictly adhere to this policy.
7. All non-members must enter the club through the main entry. They are not permitted to access the club through the Alan Pearson Room and members should take responsibility to ensure they do not enter through this room and to guide them to the correct entrances.

Any breaches or failure to comply with these By-laws may result in loss of access privileges, disciplinary action and or potential suspension of membership.

Craft Storage Area By-laws

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. Craft Storage areas are accessible only by current financial members with formal approval to access, club or privately owned, craft stored in these areas.
2. Only craft that has been approved and been allocated an identification number by the Surf Sports Committee may be stored in the club.
3. Any craft left in the club without having been formally approved by the Surf Sports Committee, after completion of a Craft Storage Application Form, will be immediately removed without notice.
4. Craft Owners and other persons store their craft and gear at entirely their own risk. NBSLSC and individual Club Members will not accept any liability for loss, theft, material damage, personal injury sustained in conjunction with, prior, during, or after the storage activity.
5. Craft Owners and other persons storing craft and equipment are responsible for ensuring that no club equipment is left outside and that they lock the storage areas at all times. If they are the last to leave, they must secure the areas/building before they leave.
6. All craft and gear is to be washed and cleaned of sand prior to being stored in the racks.
7. No unauthorized use of private, Club Allocated or designated Training craft will be tolerated. Do NOT use craft that is not intended for your use. Ever!
8. Any club owned equipment that is damaged at any time must have the damaged area marked with a notice and be placed in the Hospital Racks for repair.
9. All craft must be placed in their corresponding allocated rack numbers. No Rack #, no storage.
10. The craft storage areas are to be made clean and tidy at the end of each use so that all members can enjoy a clean environment. Everyone is to clean up after him or herself.
11. Any visitor must enter the club through the main entry doors. They are not permitted to access the club through the craft storage areas and members should take responsibility to ensure they do not enter these areas and to guide them to the correct entrances.

Any breaches or failure to comply with these By-laws may result in loss of access privileges, disciplinary action and or potential suspension of membership.

Gymnasium Usage By-laws

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. The gymnasium is for financial gym members only. You may be requested by Club Officers to confirm this status.
2. Members are not to bring non-members into the gym.
3. Appropriate footwear must be worn at all times - Bare feet, thongs, etc. are a safety risk.
4. Shirts or singlets must be worn when training. Wet costumes and sandy shoes prohibited.
5. Towels must be used at all times when training - Please wipe down equipment after you have finished.
6. Weights must be replaced on racks after use and other equipment returned to correct area. Please be considerate of other users.
7. Personal bags to be placed in designated area.
8. Competitor training times will be indicated - This may preclude general usage at these times.
9. Cadets (U15) are not permitted in gym - Unless under direct supervision of a designated coach.
10. Members who hold membership at North Bondi and other affiliated clubs, or who have applied to transfer to compete for other clubs, may continue to use the Gymnasium facilities as individuals, but may not introduce competitor members of other clubs for the purpose of using club facilities unless those persons are expressly permitted to do so by prior decision of the Board of Management.
11. The rowing training equipment in the boat shed is for the use only of selected or trainee boat crew members of North Bondi crews in training and not for general members unless permission is granted by motion passed at a BOM meeting.
12. All members using audio equipment (e.g. personal devices or gym music system) should be respectful of other gym users.

This facility is provided for use by all gym paying members, please respect other users and the equipment.

Any members disobeying these rules will forfeit their Gymnasium access immediately and may result in disciplinary action and or potential suspension of membership.

Sauna Usage By-laws

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. The Sauna is for Club Members use only. Members Under 15 are not allowed in the sauna unless under direct supervision of designated Surf Coach, Education Training Officer or Age Manager.
2. Users are to refer to and follow the guidelines on the Sauna door at all times.
3. Only water in the correct amounts is to be used and only over the hot stones.
4. **Under no circumstances should any fluids be poured on to the heating elements as this is a serious fire hazard and damages the heating elements.**
5. Fragrant oils may be used on the sole condition that they are properly diluted with water.
6. Sauna usage times will be as indicated. Designated Club officers will have the ability to access at other times for education and / or surf sports training groups.
7. Towels must be used when sitting on benches. Do not leave towels in the sauna as this is a fire hazard.
8. The sauna is not a drying room for gear. Items will be confiscated if left unattended.

This facility is provided for use by all members. Please respect other users and the equipment.

Any members disobeying these rules will forfeit their Sauna access immediately and may result in disciplinary action and or potential suspension of membership.

Change Room Usage By-laws

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. Club House change rooms are for club members use only. Guests are only permitted in the change room if they have been introduced to the office staff or member of the Board of Management and given approval to use the club facilities.
2. Children over the age of 5 years are not permitted into the change room that does not correspond to their gender, even in the presence of parent or guardian.
3. All members must have their own access tag to gain entry to the change room.
4. The Club accepts no responsibility for personal valuables left unattended in the change room.
5. The change room doors are not to be propped open and must be secured at all times.
6. The change rooms are not storage rooms for gear. Items will be removed at the end of each day if left unattended.
7. Members are required to keep shower time to 3 minutes in the interest of water efficiency and cost.
8. Members are not permitted to shower in wetsuits. Wet suits must be removed prior to entering shower and can only be rinsed off.

If, in the opinion of the BOM, a member has too frequently introduced non-members to use club facilities, then the BOM may cancel the member's access key rights until it receives an explanation from the member which the BOM considers an adequate explanation of the reasons behind the use by the non-member.

This facility is provided for use by all members. Please respect other users and the equipment

Any members disobeying these rules will forfeit their club house access immediately and may result in disciplinary action and or potential suspension of membership.

Patrol Obligations By-laws

By direction of the NBSLSC Board of Management the following by-laws will apply at all times:

1. **Patrol Obligations – Cadet, Active (15-18 years), Active (18+), Active Reserve**

- a. It is the patroller's responsibility to sign on/off with their Patrol Captain on arrival and departure.
- b. Patrollers should check in the relevant online portals to see that their hours have been correctly recorded – if not, they are required to contact the Office within two weeks of the patrol date to rectify.
- c. Patrollers are to present to patrol in full uniform – shirt, shorts, quartered cap and hat, in accordance with SLSA requirements. Patrollers may not sign on unless they are in full uniform.
- d. Patrollers are not to leave their post and/or the patrolled area without first informing the Patrol Captain.
- e. Patrollers should always be 'rescue ready' – i.e., eyes on the water, and/or ready to enter the water if need be.

2. **Patrol Allocations**

- a. All Cadet, Active (15-18 years), Active (18+) members are to be allocated to a Patrol Group. Allocation will be to either a numbered patrol (e.g. 1-18), or a 'special purpose' patrol (e.g. Nipper Water Safety, Nipper Parent Patrol, Cadet Program).
- b. The 'Shiftworker Patrol' is to be reserved only for members who are employed by emergency services (e.g., police, fire, ambulance, defense) or healthcare services (e.g. doctors, nurses). The allocation of any other member to the Shiftworker Patrol who does not fulfil the above criteria is at the discretion of the Head of Lifesaving.
- c. The 'Nipper Water Safety Patrol' may undertake Nipper Water Safety on Sunday mornings, or at other scheduled training sessions that are open to all Junior Activity members. The correct SLSA Patrol Logs must be completed in order for hours to be recorded. Correct Water Safety uniform must also be worn, as per SLSA Guidelines.

3. **Patrol Hours Obligations – Cadets**

- a. Cadets are required to patrol for a minimum of 25 hours per season.
- b. Patrol hours should ideally be completed on the Cadet's rostered patrol.

4. **Patrol Hours Obligations – Active (15-18)**

- a. Active (15-18 years) members are required to attend the patrols assigned to them in the season roster. Hours should be completed on the member's rostered patrol.
- b. Should a member not be able to attend their rostered patrol, best efforts must be made to arrange a swap/substitution, and the Patrol Captain must be notified.
- c. Active (15-18 years) members who fail to meet their requirements may receive a Reminder Letter at the end of the season, outlining their obligations as a patrolling member.

5. **Patrol Hours Obligations – Active (18+)**

- a. Active (18+) members are required to attend the patrols assigned to them in the season roster. Hours should be completed on the member's rostered patrol.
- b. Should a member not be able to attend their rostered patrol, best efforts must be made to arrange a swap/substitution, and the Patrol Captain must be notified of this.
- c. Should the member be rostered to a 'special purpose' patrol with no set hours allocation (e.g. Nipper Water Safety, Shiftworker), then the member will be required to patrol for equivalent hours to that of a rostered patroller.
- d. **Suspension of an Active (18+) patrolling member will occur if:**
 - i. **The member is 12 or more hours behind in their rostered patrol hours at any time in the season**
 - ii. **The member fails to attend or arrange/provide a substitution for 50% or more of their rostered patrol hours**
 - iii. **The member finishes the patrol season with a patrol hour total of less than 25 hours.**

- e. If for some reason members cannot meet these obligations, they must speak with their Patrol Captain (in the first instance) or Club Vice Captains to seek advice.

6. **Patrol Hours Obligations – Active Reserve**

- a. Active Reserve members are required to patrol for a minimum of 15 hours per season. At least 10 hours must be completed prior to the 1st of January, with the remaining hours to be completed in the latter half of the season.
- b. Active Reserve Members are not required to be rostered to a particular patrol group and can patrol at a time of their choosing.
- c. Suspension of an Active Reserve member will occur if the member finishes the patrol season with a patrol hour total of less than 12 hours.

7. **Patrol Obligations – Dual Members/Competition Rights Only members**

- a. Members who are Dual or Competition Rights Only at NB SLSC are required to complete full patrol hours (as outlined above, in relation to their respective Membership Category) at NB SLSC.
- b. Exceptions to the above may be granted on a case-by-case basis by the Membership Committee and/or Board of Management. Specifically, exceptions may be considered where the member's alternate club is under-resourced with active patrollers or is in a regional area. Dual Members whose primary place of residence is outside of the Sydney metro area may also be granted exception to the above requirement.
- c. Failure to comply with the above may result in suspension from NB SLSC.

8. **Patrol Season Credit towards Long Service Requirements**

- a. **For Active (15-18) and Active (18+) members:**
 - i. **Season to count towards Long Service requirement:** members must fulfil the requirements above and complete a minimum 30 patrol hours per season.
 - 1. **NOTE:** For high school students who are patrolling members in the summer between school years 11 and 12, a minimum of 15 hours will be required for season to count for this season – in recognition of time spent studying for the HSC (however students who are Competitors are still required to fulfil full SLSC Competition Hour requirements).
 - ii. **Season not to count towards Long Service, but no further sanctions/suspension:** member has performed between 25-30 hours for the patrol season. For Active (18+), Member has attended at least 50% of rostered patrols.
 - iii. **Suspension:** member is 12 or more hours behind their rostered patrol hours at any point in the season, and/or has performed less than 25 patrol hours for the patrol season, and/or has attended/provided substitutes for less than 50% of their rostered patrol hours.
- b. **For Active Reserve members:**
 - i. **Season to count towards Long Service requirement:** members must fulfil the requirements above and complete a minimum 15 hours per season.
 - ii. **Season not to count towards Long Service, but no further sanctions/suspension:** member has performed
 - iii. between 12-15 hours for the patrol season.
 - iv. **Suspension:** member has performed less than 12 patrol hours for the patrol season.

9. **Competitors' Patrol Obligations for Cadet, Active (15-18), Active and Active Reserve members intending to compete for North Bondi**

- a. Members intending to represent North Bondi SLSC in competition must complete the necessary number of patrol hours as required by SLSC in the preceding calendar year.
- b. Members transferring from another club may include hours performed at that club, as well as hours at North Bondi.

Donations By-laws

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. If a person wishes to donate money, free services or goods to the Club and the Club forms the view that the donation is a bona fide donation it may provide the donor with a receipt recording the value of the donation.
2. A donation is a payment or gift made without the donor receiving any direct personal benefit (other than public recognition and acknowledgement by the Club and the satisfaction of being a donor).
3. The Club will not issue donation receipts unless it is satisfied that the donation is bona fide.
4. If a donor wishes to claim a tax deduction it is a matter for the donor and the Club's assessment of the bona fides occurs when the receipt is or is not issued.

Sponsorships By-laws

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. Sponsorships are not donations and are not to be confused with donations.
2. Sponsors may and usually do intend to derive benefits from Club sponsorships.
3. If a sponsor chooses to claim a sponsorship as a tax deductible business expense that is a matter for the sponsor.
4. The club should not knowingly facilitate the obtaining of any improper tax benefits.

General Members

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. That the categories of General Members shall be (i) Sunday duty members whose membership privileges shall be limited to Sunday tag access from 6am to 12 noon and (ii) General Members who shall enjoy the same privileges as active patrolling members, subject to compliance with the constitution and these by-laws.
2. That for the purposes of satisfying the requirements of Sub Rule 6.14(a) of the Club Constitution, General Members (other than Sunday duty members) must at the time of applying for such membership, or at the time of renewal of their annual General Membership, propose the specific non-patrolling duties they propose to perform in the coming season, which proposal shall be reviewed by the Membership Committee for approval or otherwise.
3. That the Board delegates to the Membership Committee the task of verification of compliance with Section 6.14 of the Club Constitution and to make recommendations to the Board for the renewal or non-renewal as the case may be. In only exceptional circumstances should the recommendations of the Membership Committee not be followed, provided always that in considering renewals the Membership Committee must consult with the relevant Board member with responsibility for the non-patrolling duties the general member in question has elected to perform.
4. That for the purpose of undertaking annual assessments of eligibility for annual renewal the Board or the membership committee as delegate shall implement and apply a process for auditing and measuring the adequacy of general members' duties and that in designing and implementing such a process shall seek to achieve parity with the patrolling members requirements for season to count and meeting patrol hours obligations.

General Long Service Members and General 50 Year Plus Members

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

That for the purpose of undertaking an assessment of eligibility for a General Member to be granted General Long Service Membership the Board or the Membership Committee as its delegate implement and apply a process for measuring the adequacy of a General Members' 10 year service record and that in designing and implementing such a process shall seek to achieve parity with Patrolling Members' requirements for Active Long Service Membership with the object of ensuring parity as far as possible between the service requirements of both categories of membership.

Associate Members

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. That verification of compliance with the Sub Rule 6.10 (ii) of the Club Constitution be delegated to the Membership Committee.
2. That for the purposes of 6.10 (iv) (c) the Board may elect not to impose any non-patrol support hours requirements of Associate members.
3. That it be noted that no new Associate members shall be entitled to be admitted to the Club if the result of such admission would breach the 80:20 Rule and that having regard to the current number of Associates and General Associate Members that a decision to admit any new Associate members first requires a majority vote of the Board.

New Member Applications

By direction of the NBSLSC Board of Management the following By-laws will apply at all times:

1. The target number of members in the Active 18+ Category shall be 400, with a margin of 10% more or less than this number.
2. The Head of Lifesaving shall determine in consultation with the Board of Management, at the beginning of each season, the number of new patrolling members that are required to fulfill the Club's Life Saving Agreement
3. All Applicants wishing to become members of North Bondi SLSC shall apply for membership via a standard electronic form to be managed by the Membership Committee
4. The Membership Committee shall, at its sole discretion, make recommendations to the Board of Management regarding the suitability of new applicants for membership at North Bondi SLSC
5. No new member shall be accepted into the Club unless said member has been reviewed by the Membership Committee and endorsed by the Board of Management (at the Board's sole discretion)
6. The Membership Committee and Head of Lifesaving shall give priority to youth who are entering the Senior Club from Nippers as SRC cadets and cadets moving from SRC to Bronze Medallion holders

Eligibility for Board of Management

By direction of the NBSLSC Board of Management the following By-law will apply at all times:

North Bondi SLSC members are not eligible to be a member of the Board of Management if they are employed by the Club