

Circular

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Audience:	Directors/Managers of Lifesaving, Education and Nippers, Water Safety Supervisors
Summary:	Updated SLSWA Procedure document.
Attachment:	SLSWA Procedure 1,2018/19

SLSWA have reviewed the current procedure document (released last year - Procedure 1, 2017/18) around Nipper Activities Water Safety.

Based on this review the attached SLSWA Procedure 1, 2018/19 supersedes the previous document.



James O'Toole
Chief Executive Officer



SLSWA Procedure

Title:	Nipper Activities Water Safety
Document Number:	1,2018/19
Release Date:	8 August 2018
Next Review Date:	August 2019

INTRODUCTION

The following procedure is for the provision of water safety for Surf Life Saving WA (SLSWA) club based Nipper activities. These procedures have been developed using risk management principles and many years of experience with the provision of water safety for aquatic activities.

SUMMARY

This table provides a summary of the minimum water safety requirements for SLSWA Nipper activities.

SLS ACTIVITY	REQUIRED WATER SAFETY RATIO
Nipper Activities <i>(Wading/Shallow water)</i>	1:5 (NAA*: participants)
	1:10 (NAA: participants) <i>If conditions determined low-risk in pre-activity risk assessment</i>
Nipper Activities <i>(Deep Water)</i>	1:5 (NRC**: participants)
	1:10 (NRC: participants) <i>If conditions determined low-risk in pre-activity risk assessment</i>

*Nipper Adult Assistants, **Nipper Rescue Certificate



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1. DEFINITIONS

Activity Participant: A Nipper (U6-U13) SLSWA member.

Age Group Manager: Responsible for coordinating Nipper activities and water safety within their age group. Reports directly to the Water Safety Supervisor.

Low-risk conditions: Determined following pre-activity risk assessment indicating they are operating in an acceptably low risk environment. A nominal wave height of 1m is considered the maximum wave height for conditions to be determined as low-risk, however other factors should also be considered.

Nipper activities: Includes both Sunday morning activities and any additional training sessions held outside of these times.

Nipper activities safety brief: This brief outlines the risks of the day and procedures, including signals for use in emergencies. Conducted prior to Nipper Adult Assistants commencing daily duties (see Appendix 2: Nipper Activities Safety Brief).

Nipper Adult Assistants (NAA): Able SLS adult members assisting with nipper activities. These persons can only assist in wading/shallow water activities and must have attended the Nipper activities safety brief prior to assisting.

Nipper Rescue Certificate (NRC): A certificate allowing adult members to act as water safety for deep water nipper activities. (See Appendix 3 for details on NRC).

Water safety: The use of human resources and rescue equipment in an aquatic environment to provide a level of supervision to activity participants.

Water Safety Supervisor (WSS): Responsible for pre-activity risk assessments and monitoring of activities and water safety.



2. NIPPER WATER SAFETY POLICY & PROCEDURES

The following water safety policy and procedures are to be adopted for SLSWA Nipper activities.

2.1 MINIMUM SUPERVISION RATIOS

Below are the **minimum** water safety ratios and qualifications required for Nipper activities.

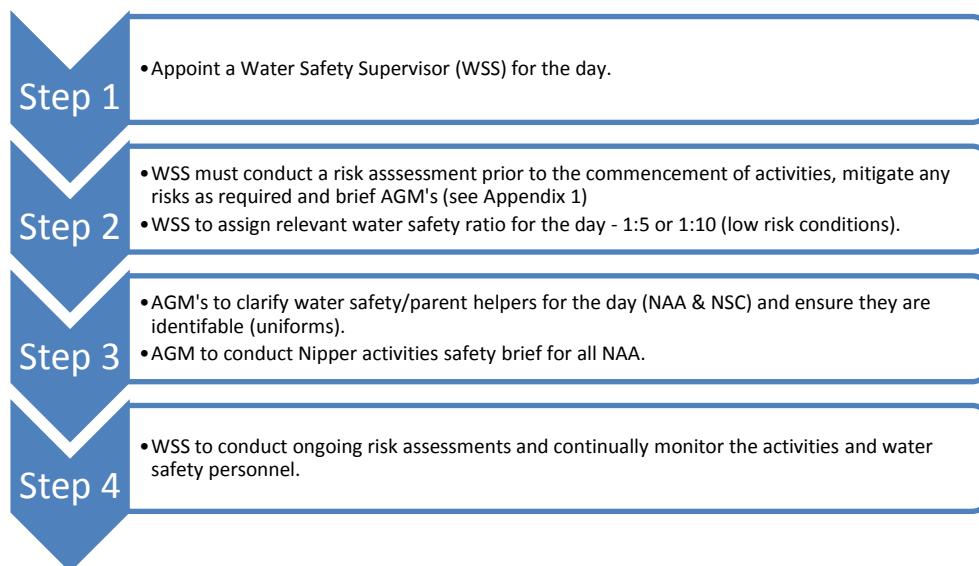
For Nipper wading/shallow water activities, the supervision ratio of 1:5 (NAA: Participants) applies. If conditions are determined to be 'low risk' a minimum ratio of 1:10 (NAA: Participants) can be applied.

For Nipper deep water activities, the supervision ratio of 1:5 (NRC: Participants) applies. If conditions are determined to be 'low risk' a minimum ratio of 1:10 (NRC: Participants) can be applied.

For Nipper Preliminary Evaluations (U6-U13) a minimum supervision ratio of 1:5 (NRC: Participants) applies if conducted in the ocean.

NOTE: Deep water is classed as above adult chest height; wading/shallow water is below adult chest height.

2.2 WATER SAFETY PROCEDURE



2.3 RISK ASSESSMENT AND RISK MANAGEMENT TOOLS

The WSS is responsible for conducting a risk assessment prior to all aquatic Nipper activities to outline any risks identified, management of risks and to establish water safety requirements for the day (see Appendix 1).

If the activity is to be conducted during patrol hours, the WSS must consult with the lifesaving Patrol Captain/Lifeguard on the most appropriate area of the beach to be used for the activity. If outside of patrol hours (or in unpatrolled locations) the WSS is to decide the most appropriate area of the beach to be used for the activity.

Where applicable, risk assessments should be lodged with the relevant SLS club/service officer and retained for a minimum of 5 years.



Suitable risk assessment and risk management tools include:

- Appendix 1 – Aquatic Activity Risk Assessment and Management Form
- Appendix 2 – Nipper Activities Safety Brief
- SLS water safety risk mobile app (also available in paper form)
- SLS event risk mobile apps

2.4 UNIFORM

WATER SAFETY PERSONNEL

For SLSWA Nipper activities all water safety personnel must be wearing a clearly identifiable uniform consisting of either a cap and/or rash shirt. This can be a:

Surf Rescue Uniform (only if they hold an **SRC or above**)

- SLS red and yellow quartered patrol cap secured under the chin; or
- SLS *SURF RESCUE* rash shirt;
- Where appropriate SLS *SURF RESCUE* wetsuits and stinger suits.

OR

High visibility Water Safety Uniform (**NRC or above**):

- A high-visibility (fluorescent) orange cap secured under the chin; or
- A high-visibility (fluorescent) orange rash shirt branded with 'WATER SAFETY' on the front and back of the shirt.

OR

- A high-visibility (fluorescent) vest (**NAA**).

2.5 RESCUE EQUIPMENT

Rescue equipment used for the purposes of water safety must be SLSA approved and can include:

- Lifesaving rescue equipment as listed in the [SLSA approved lifesaving gear and equipment manual](#).
- SLSA approved competition boards.

It is highly recommended that an IRB or RWC be used for water safety (where safe and applicable).

NOTE: Where Water Safety Personnel are using rescue equipment that requires a specific competency and award (e.g. powercraft) the operator must be qualified and proficient in the appropriate awards.

During the activity, rescue equipment **must** be on the water and in close proximity to the activity participants.

Equipment	Operator	Count towards water safety ratio
Rescue board	1 paddler	1
Rescue Tube	1 swimmer	1
IRB	1 Driver and 1 Crew	2
RWC	1 Driver	1
	1 Driver and 1 Crew	2



2.6 ROLES AND RESPONSIBILITIES

WATER SAFETY SUPERVISORS (WSS)

Should be qualified and proficient in the SLSA BM /Certificate II in Public Safety (Aquatic Rescue) AND are strongly recommended to hold the Silver Medallion Basic Beach Management and should:

- Conduct pre activity risk assessments and brief Age Group Managers' (AGM)
- Be responsible for water safety ensuring it meets the prescribed and assessed requirements e.g. the minimum supervision ratios;
- Remain on the beach, except when required in an emergency;
- Be aware at all times of the safety and welfare of those involved in the activity and act immediately if they have safety concerns;
- Supervise water safety personnel throughout Nipper activities
- NOTE: The 'on-duty' lifesaving Patrol Captain/Lifeguard must not act in the position of WSS. The Patrol Captain/Lifeguard's primary duty is public beach safety.

NIPPER RESCUE CERTIFICATE (NRC)

Report to the Age Group Manager (AGM) and must:

- Be qualified and proficient in the NRC;
- Carry out their duties under the leadership of the AGM;
- Be responsible for water safety in the appointed area;
- At all times be aware of the safety and welfare of those involved in the activity and immediately report any concerns to the AGM;
- Advise the AGM of any pre-existing ailments that may impact on their participation or if their competency does not meet the activity requirements or conditions.

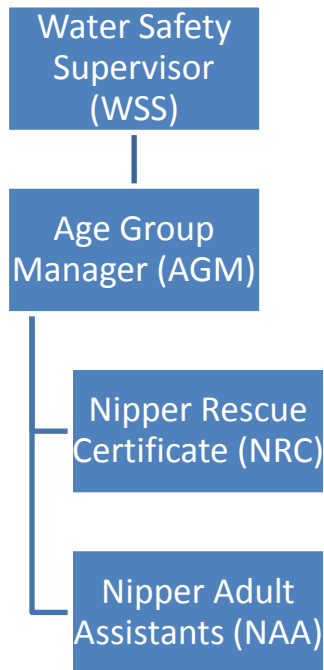
NIPPER ADULT ASSISTANTS (NAA)

Report to Age Group Manager (AGM) and must:

- Attend Nipper activities safety brief prior to commencing daily duties;
- Assist with supervision of Nippers on beach and/or in shallow water as directed by the AGM;
- At all times be aware of the safety and welfare of those involved in the activity and immediately report any concerns to the AGM;
- Advise the AGM of any pre-existing ailments that may impact on their participation or if their competency does not meet the activity requirements or conditions.



CHAIN OF COMMAND





APPENDIX 1: AQUATIC ACTIVITY RISK ASSESSMENT AND MANAGEMENT FORM

ACTIVITY INFORMATION		
Activity type/name:		
Venue/Beach:		
Date:	/ /	
Time:	AM / PM	
Number of participants:		
RISK ASSESSMENT		
As a minimum, the following factors must be assessed when determining water safety: <ul style="list-style-type: none"> Surf conditions, Weather conditions, Skill level of participants, Number of participants, Other location specific hazards 		
Potential Risk: (Please tick risks identified)	Specific Details:	Comments: (Include comments for all identified risks)
Dangerous surf	Wave height <input type="checkbox"/> Wave type <input type="checkbox"/> Water depth <input type="checkbox"/> Tide and current <input type="checkbox"/>	
Bad weather	Wind <input type="checkbox"/> Temperature <input type="checkbox"/> Storms <input type="checkbox"/>	
Skill level	No level of skill <input type="checkbox"/> Limited level of skill <input type="checkbox"/> Mixed level of skill <input type="checkbox"/>	
High participant numbers	40-59 <input type="checkbox"/> 60-99 <input type="checkbox"/> 100+ <input type="checkbox"/>	
Other hazards	Stingers <input type="checkbox"/> Sharks/crocodiles <input type="checkbox"/> Exposed rocks <input type="checkbox"/> Jetty/wharf <input type="checkbox"/> Debris/pollution <input type="checkbox"/>	
RISK MANAGEMENT		
Tick action undertaken to minimise risk	Comments (Include comments for all items ticked)	
Modify activity		
Move activity		
Delay activity		
Cancel activity		
Adjust water safety ratio/equipment		
Personal protective equipment		
Other (Please state)		
WATER SAFETY SUPERVISOR INFORMATION		
Name:		
Signature:		Date:



APPENDIX 2: NIPPER ACTIVITIES SAFETY BRIEF

Nipper Activities Safety Brief

Club:

Location:

Date:

Time:

Number of Nipper Assistants:

Water Safety Coordinator is to ensure the Aquatic Activity and Risk Assessment Form has been completed prior to conducting the safety brief.

The following must be briefed (tick once complete):

Surf conditions	<input type="checkbox"/>	Wind direction	<input type="checkbox"/>
Swell direction	<input type="checkbox"/>	Hazards	<input type="checkbox"/>
Rips	<input type="checkbox"/>	Location of first aid	<input type="checkbox"/>
Weather conditions	<input type="checkbox"/>	Location of rescue equipment	<input type="checkbox"/>
Signals (Assistance required, return to shore, proceed further out to sea)			<input type="checkbox"/>

Other comments:

Water Safety Supervisor name: _____

Water Safety Supervisor signature: _____



APPENDIX 3: NIPPER RESCUE CERTIFICATE

Nipper Rescue Certificate

Purpose

The Nipper Rescue Certificate is a water safety and rescue award for the provision of water safety for SLS Nipper Activities. It is designed to enable a large range of parents/guardians to be engaged by Clubs to formally assist in improving the delivery of Nipper water based activities and create potential pathways to lifesaving operations such as beach patrols or carnival water safety

Requirements

- **Manual Handling & OSH requirements**

As per SRC requirements

- **Surf Awareness**

As per SRC requirements

Recognise safe beach zones

- **200m Ocean Swim**

Time frame of 6 minutes

- **Demonstrate Aquatic Rescue**

- with a Rescue Tube
- with a contact tow

- **Signals**

- Assistance required
- Attract attention
- Remain stationary
- Go to the right and left
- Return to shore
- Proceed further out to sea
- Pick up swimmer

Proficiency Requirements

To maintain currency members who hold a NRC will need to undergo an annual proficiency test incorporating a 200m Ocean Swim in 6 minutes, a tube rescue and demonstration of signals (those listed above). This proficiency test will need to be recorded on SurfGuard as per other proficiency testing such as SRC and Bronze.

Course Delivery

This course can be trained and assessed by a minimum qualified SRC trainer/assessor (facilitator).

Course length estimated at **3 hours (dependant on group size and prior knowledge/abilities)**.

Training/Assessment to be conducted by SLS clubs utilising club members.

Trainer/Assessor/Facilitator to complete attached assessment sheet and clubs must request assessment on SurfGuard as per other assessments such as SRC/Bronze.

Candidates must be current SLSWA club member.



Nipper Rescue Certificate Assessment Form

Surf Club:	
Trainer/Assessor:	
Course Date:	

Trainer/Assessor checklist	
Welcome/Trainer & Assessor introduction	
OH&S requirements & general housekeeping	
Overview of training day and Nipper Rescue Certificate	
Check candidate's prior medical conditions	
All Candidates to sign assessment sheet	
Complete assessment paperwork and return to SLSWA	
Feedback / Opportunity for improvement:	
Feedback on course from Trainer: <i>Any concerns relating to resources/assessment tools/participants</i>	



Nipper Rescue Certificate

COMPLETE ATTENDANCE SHEET IN FULL- (NO BLANKS)

TICK OR CROSS TO BE COMPLETED UNDER EACH PERFORMANCE CRITERIA SECTION (NON SHADED AREA).

C OR NYC TO BE COMPLETED FOR THE ELEMENTS IN THE SHADED AREA.

		200m swim 6 minutes	Demonstrate relevant SLSA signals	Recognise appropriate safe beach zone	Demonstrate Rescue Tube rescue	Demonstrate various contact tows	C/NYC
Candidates Name	Candidates Signature						
1.							
2.							
3.							
4.							
5.							
6.							
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16.							
17.							
18.							
19.							
20.							

Trainer / Facilitator Name: _____

Trainer / Facilitator Signature: _____