

# North Queensland Branch Surf Sport Manual

## 2025/26 season



**SURF LIFE SAVING**  
**NORTH QUEENSLAND**



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## Executive Summary

Welcome to the NQB Surf Sports program handbook! Our Surf Sports program provides an exceptional opportunity for active members with a competitive spirit to enhance their fitness levels, surf skills, and craft techniques, all while fostering self-esteem, confidence, teamwork, camaraderie, and sportsmanship.

Endorsed by the North Queensland Branch Board of Surf Sports Committee, this booklet adheres to the rules and regulations outlined in the SLSA Surf Sports Current Edition Competition Manual, unless amended or clarified by subsequent Bulletins.

Participants ranging from U8/15 to Open categories and Masters (aged 30 – 75) can engage in a variety of aquatic and beach events meticulously designed to promote fitness and skill development at all proficiency levels, operating within the framework of SLSA Surf.

We wholeheartedly support our members who aspire to represent the club in diverse events on the SLS Surf Sports calendar, spanning from local carnivals to Branch, State, and National Carnivals, all of which offer opportunities for regional and interstate competition.

## Objectives of this Manual

The objective of this handbook is to provide all competitors, coaches, team managers and parents with a clear and concise set of guidelines when engaged in Surf Sports related activities.

## Carnival Dates / North Queensland Branch Surf Sports Program 2025

Date	Event	Venue
10 May 2025	Fastest on Sand	Yorkeys knob
31 May 2025	Pool rescue Meet	Smithfield
7 June 2025	Hydrothon/Surf Sports Clinic	Port Douglas
22 June 2025	NQB Pool Rescue Championships	Smithfield
19-20 July 2025	Mission Beach Carnival	Mission Beach SLSC
9-10 August 2025	Etty Bay Carnival	Etty Bay SLSC
30-31 August 2025	Cairns Carnival	Cairns SLSC
13 September 2025	Ellis Beach Carnival	Ellis Beach SLSC
10-11 October 2025	NQB Surf / lifesaver Championships	Port Douglas SLSC
11-12 October 2025	NQB Beach Carnival Championship	Port Douglas SLSC

## Administration

### Carnival Rotations

The Board of Surf Sports is presented with a strategic framework designed to enhance the planning, scheduling, and execution of future carnivals. This policy recommendation aims to ensure consistency, fairness, and operational efficiency in the hosting of surf sport carnivals over the next five years. The key components of this policy are as follows:

It is recommended that the rotation of carnivals, as previously presented, be continued over the next five years until 2029. This will ensure equitable distribution and variety in carnival locations, benefiting participants and host clubs alike.

To streamline event hosting and maximize participation, the Surf Rescue Championship shall be combined with the club hosting the Branch Championship. This integration will foster a more cohesive and competitive environment for all participants.

Clubs wishing to swap their designated carnival dates must submit a written request to the board of Surf Sports two years in advance. This will allow adequate time for planning and adjustments within the rotation schedule, ensuring minimal disruption to the overall carnival sequence.

Mission Beach is designated to host the first carnival in 2025, continuing thereafter in the established rotation. Additionally, Mission Beach will host a Branch championship in 2029. This will provide consistency in the early season scheduling and contribute to the long-term planning of carnival locations.

Clubs that opt out of hosting a carnival in any given year but choose to re-enter the rotation in the following year will be reintegrated into the schedule according to the established rotation. This ensures fairness and maintains the integrity of the rotational system.

Rotation	2025	2026	2027	2028	2029
1	Mission	Port	Ellis	Cairns	Etty
2	Etty	Mission	Port	Ellis	Cairns
3	Cairns	Etty	Mission	Port	Ellis
4	Ellis	Cairns	Etty	Mission	Port
5	Port	Ellis	Cairns	Etty	Mission

## **Summary of the responsibilities and procedures outlined for Surf Sport Carnival Operations**

### **Host Club Responsibilities:**

- **Carnival Program:** Provide a finalized program for the BOSS meeting scheduled each April.
- **Events Competition Committee:** Form a committee responsible for carnival safety decisions, including Chair of Events, Carnival Referee, SEMC, Club Water Safety, and First Aid. Refer to the Surf Sports Competition Manual for guidelines. [NQ Surf Sports - Surf Life Saving Queensland](#)
- **Carnival Water Safety Coordinator:** Nominate a coordinator responsible for assigning water safety personnel to each arena during carnival operations.
- **Carnival Administration:** Ensure all administrative tasks during and after the carnival comply with SLSQ policies, NQB SS Booklet, and local council bylaws.
- **Checklists and Processes:** Refer to Appendix 8 for the Host Club Checklist and process/priority order.
- **Equipment Management:** Collect boxes and gear trailers (IRB double trailer, Carnival Trailer, Comms Trailer) prior to carnival and return post-carnival. This includes filling in a gear and equipment checklist pre and post carnival, notifying the NQ Branch administrator of any damages and ensuring the gear is cleaned before returning to Branch. Clubs have the option to coordinate transporting the trailers to the club hosting the next carnival, if approved by Branch.

### **North Queensland Regional Office Responsibilities:**

- **Council Approval:** Ensure proper council approval is obtained for the carnivals.
- **Administrative Support:** Provide staff support personnel as follows: 1 for North Queensland Branch Carnival season, if required and 2 for North Queensland Branch Championships.
- **Carnival Arena Boxes:** Prepare arena boxes and collate documents for collection.
- **Checklist and Tasks:** Refer to Appendix 9 for the Checklist for NQ RO Administrative Tasks for each Carnival.
- **Carnival Circulars and Entries:** Develop carnival circulars and enter carnival programs into SEMS.
- **Water Safety Roster:** Complete FORMs for water safety nominations, prepare the Water Safety Roster, and distribute it to Club Water Safety Officers, Club Team Managers, and Administrators.

### **BOSS Committee Responsibilities:**

- **Carnival Programs:** Finalize carnival programs by May each calendar year and submit them to NQB for entry into SEMS.
- **Referee Nominations:** Review and endorse nominees for the positions of Carnival Referee and Deputy Referee.
- **Officials Roster:** Complete FORM for official nominations. The Carnival Referee prepares the roster and coordinates with the NQ Officials Representative for position selections. The roster is then distributed by the Officials Representative to the officials, the DoSS, the NQ branch administrator and added to the Stack Team App.

### **Beach Usage:**

Regional Office will apply to the relevant Local Council in advance for permission to use their foreshore for the purpose of conducting a surf lifesaving carnival or special event on the specified dates.

NQB designated personnel will produce an Event Safety Plan at least 4 weeks prior to each Carnival for distribution to:

- SLSQ, Host Club, Local Council, Local Police, Local Ambulance
- Event Safety Co-ordinators (carnival referee, branch water safety officer, elected safety officer, patrol captain if on duty, Lifeguard Supervisor)
-

## **Competition Eligibility**

### **Ref Surf sport manual 37<sup>th</sup> edition 2.2 competition eligibility**

#### **SLSA Policy 5.04 Guidelines for competition eligibility**

To be eligible to compete in SLS Junior Activity (**U8 to U14 age**) competition members must:

- Be a registered and current financial member of a club affiliated with SLSA.
- Complete a Junior Competition Evaluation prior to being eligible to participate at interclub competitions.
- Complete the appropriate SLSA Age award and Junior Competition Evaluation relevant to the member's age category by the normal closing date of entry in any Championship competition.
- Be eligible under the applicable age category.

Note: 1 Junior Activities\* members (i.e. members comprising Under 14 and below) are not required to perform patrol hours to compete in Junior Activities competitions (i.e. Under 14 and below age categories.) However, if they wish to compete in Under 15 competition they must fulfill their patrol hour and/or service obligations as set out in this document.

\*Note: Junior Activity Members who hold the Surf Rescue Certificate are exempt from having to perform patrol hours.

Note 2: Under 8 members shall not be permitted to compete in water events other than the Wade Events (the Junior Competition Evaluation does not form part of the Junior Preliminary Skills Assessment for Under 8 members).

To be eligible to compete in SLS Championship and Non-Championship competitions all award members from the **Under 15 age group up to and including Master's** must:

- Be a registered and current financial member of SLSA.
- Be the holder of the appropriate SLSA award relevant to the age category as detailed in the current edition of the Surf Sports Manual or hold the equivalent overseas ILS member country award.
- Be SLSA proficient as prescribed for the relevant SLSA Award required for competition.
- Be eligible under the applicable age category.
- Have met their patrol and or service commitments as determined by their Club, Branch/State.
- Not be in default with their Club, Branch, State Centre or SLSA (or overseas ILS member associations) in relation to their service, financial or discipline obligations.
- Have met any other competition eligibility qualification requirements for specific events e.g. IRB, Surf Boat (sweep), Patrol Competition, First Aid.

Note: For Non-Championship events, continuing U14 and U15 age proficient award holding members may continue to participate in events with their existing age award and proficiency up until 31 December each year.

<b><u>Minimum Annual Service Hour Requirements for active reserve active and U15</u></b>	
option A Patrol service hours per annum	25 hours
Option B patrol service hours per annum and other service hours	A Minimum of 10 patrol hours and a minimum of 15 hours service for other activity as endorsed by the club
Option C Other Service Recognition	Application to State/ Branch



### **Age Groups**

U8s-U10s will be competitive

Junior Lifesavers – U11, U12, U13, U14, U15

Senior – U17, U19, Open

Masters – Master events will be run as multi-age group categories but resulted in 10-year age groups up to and including 60+. i.e., 30-39 years, 40-49 years, 50-59 years, 60-69 years, and 70 years+

### **Competition Categories and Provisions**

Individual Events: For the purpose of determining an age group, all competitors must have a common birth date calculated as at midnight on 30<sup>th</sup> September – this age will limit the competitor to the age category in individual events as follows as per Competition Season, Ages, Categories and Provisos; Surf Sports Manual – Current Ed.

Age	Compete As
7 years	Under 8
8 years	Under 9
9 years	Under 10
10 years	Under 11
11 years	Under 12
12 years	Under 13
13 years	Under 14
14 years	Under 15
15 years	U17 and or Open (must have BM to compete in Ski/Iron)
17-18	Under 19 and/or Open
19-29	Open
30 +	Masters and/or Open

### **Team Events**

A team event is contested by more than one competitor from the same club or lifesaving unit who may either complete an event or race together as a discrete unit (e.g., boat race, IRB race, surf teams, R&R etc.) or separately (e.g., relay events, board rescue etc.). Team or crew members may be substituted between rounds (as per Rule 2.18) but there shall be no substitution of competitors while a race is being conducted. If one or more competitors are disqualified for a breach of the rules etc. the entire team shall lose all standing in the event being contested.

### **All Age Groups**

In 'All Age' races, members shall compete in their own age group only (including Junior All Age Relay).

EXCEPTION: In NQ for the All-Age Relay where, if the club does not have a nomination in an age group entered in the carnival, they may run two age groups up. All "All Age Relays" do not have points allocated.

Where specified (e.g. Lifesaver Relay, All Age Relay) competitors of different ages may compete together as specified in the event rules provided that each competitor is of the correct age as outlined in the rules for that event and is currently proficient in the appropriate award for their age group.

If a club has more than one team in an event, the teams must be easily identified.

### Teams / Mixed Teams

- Teams can be:
  - o Female Teams – 2-4 females
  - o Male Teams – 2- 4 males
  - o Mixed Teams – any combination of 2-4 competitors with a minimum of 1 female and 1 male
- For teams with less than 4 competitors the eligible age category will be determined by the average age of those competitors.

### **Under 8s to Under 15s**

In the U8 to U15 age categories inclusive, members may participate in their own (individual) age group in team events plus the next immediately older age group, only in team events.

Exceptions to this rule are as follows:

- U8 Members shall not be permitted to compete in water events other than the Wade Relay (because the competition evaluation does not form part of the U/8 Age Award/Proficiency).
- Proficient U10 competitors may use foam or fibre glass boards in training as they may have to use this craft for U11 Team events.
- Proficient U13 competitors may use long Malibu boards in training. U13 may compete in U14 Team events however must use a full-length board.
- Proficient U14 SRC holders may compete in their own (individual) age group and the U15 age Team category, no individual events in U15.
- Under 15's can compete in Under 17 team events with exception of competing on a ski
- A continuing member who turns 15 years of age and holds a proficient SRC can compete as an Under 17 (with the exception of competing on a ski) until such time as they gain their Bronze Medallion

### **Under 17s**

For participation in March Past events, refer to Surf Sports Manual Current edition.

In NQ Branch, 14-year old's who hold a proficient SRC award will compete as U15 in any given season until such time as they turn 15. Upon turning 15, Members shall be eligible to contest the U17 age category. Upon obtaining their BM they will compete in the U17 age group and be eligible to compete in Ski / Iron events.

### Note 1

- Proficient BM/Cert II holders may compete in their own (individual) age group in Team events plus any other older group up to and including the Open age category. Please check specific requirements for Surf Boat, Surf Ski, multi-discipline event and March Past events in 37<sup>th</sup> Edition Surf Sports Manual.
- Where specified (i.e. Lifesaver Relay, All Age Relay) competitors of different ages may compete together as specified in the event rules provided that each competitor is of the correct age as outlined in the rules for that event and is currently proficient in the appropriate award for their age group.

### **Under 19s**

Members shall be eligible to contest the U19 age category after attaining the age of 17 years (providing they are proficient SLSA Bronze Medallion awardees).

### **Open**

Members who are proficient Bronze Medallion awardees may compete in open age events.



## **Masters**

Members shall be eligible to contest 30+ years events provided they have attained the age of 30 years and are proficient SLSA Bronze Medallion awardees and have met their patrol requirements for their membership category. (25 hours) \*\*Branch Carnival requirement ONLY

A Masters competitor may only compete in one team age category in each event discipline conducted at a competition. Where a team event consisting of two competitors is conducted (e.g. Double Surf Ski / Board Rescue) the age of the younger competitor shall determine the age category. Refer – 2.3.13 Surf Sports Manual Ed. Current

In team events where a combined age is stated, it is the age of each individual as at the 30<sup>th</sup> September prior to the season in which the competition is held, added together – i.e. if a competitor turns 40 yrs. Of age during the competition season, 39 is the age used to reach the combined age total.

In Masters' events, boat sweep oarsmen do not need to be Masters competitors but must be proficient SLSA Members and may compete in multiple Master Age categories as the sweep oarsman. A Master competitor may only compete in one age group as a rower.

## **Double Ski**

At North Queensland Branch carnivals, all Double Ski races shall be conducted as mixed events. MM/MF/FF

## **Competitor Limitations (Ref: SLSA Surf Sports Manual - Current Ed.)**

The Referee or Sectional Referee shall decide whether events shall be conducted in heats, rounds, quarter-finals, semi-finals or straight-out finals provided that the numbers in any individual or team event shall not generally exceed the following, considering safety aspects and the conditions.

Event	Comp. Numbers	Event	Comp. Numbers
Beach flags	16 individual / heat	Iron Person	16 individuals
Beach Relay	10 individual/team	Life Saver Relay	9 teams
Beach Sprints	10 individual/team	Rescue Tube	9 teams
		Rescue Tube	9 individuals
Belt Race	9 teams	Run Swim Run	32 individuals
Board Race	16 individuals	Ski	16 Individuals or team
Board Rescue	9 teams	Surf Race	32 individuals
Boat Race	7 crews	Surf Team	40 individuals
Cameron Relay	16 Teams	Taplin	16 individual/team
IRB	9 teams	Wade	16 individual/team

## **Multi-Discipline Event Ballot**

A ballot will be conducted at the Officials' meeting at the start of each carnival to determine the order of legs in multi-discipline events. At any time before or during competition should assessment of the course conditions conclude that it would be difficult to achieve a fair stat with craft leg first the referee in conjunction with competition committee may determine the event commence with a swim leg first. Refer 8.1 current edition of SSM.

## **Handicap**

For the 2025 competition season, the handicap system will be a points average based on the number of competitors.

## **Appeals**

Appeals will only be accepted on the appeal form and lodged in accordance with the requirements contained in the SLSA Current Edition Surf Sports Manual and any amending or clarifying Bulletins. A fee of \$110 in cash per appeal is applicable and must be paid to the Carnival Referee at the time of lodgement. This fee is only refundable if the appeal is upheld. See Appendix 1 – SLSA Protest Form & conditions

## **Competition Safety**

NQB instructs that all competitors U8 to Master's do not enter the water, in or between competition arenas during a carnival except during competition start time as per the program for competing / handling or performing a water safety role.

The Carnival commencement time is from the first officials briefing until the debrief. From this time, all water-related activities must comply with Water Safety requirements, and full competition attire (including high-vis vests, club caps, and stinger suits for U8-U14 competitors) must be worn.

## **Warm Up**

Warm-up times for various disciplines will be allocated for each carnival.

Competitors may swim in patrolled areas or outside the carnival boundary under the supervision of suitably qualified water safety personnel. Only registered surf sports officials, competitors and authorised personnel within the competition area. Failure to comply may result in disqualification.

## **Water Programs**

All water events will finish no later than 1 hours before the official sun set time or the expiry of the beach permit for that day as per

<http://sunrisesunset.willyweather.com.au/qld/far-north/cairns.html> to allow for search and rescue if required

As part of our Duty of Care club members should be made aware of the policy regarding animals in the carnival area: No dogs or other domestic animals are allowed in the competition area, or within 50 meters either side.

## Dress of Competitors

### SLSQ High Visibility Policy

Surf Life Saving Queensland has introduced a new High Visibility Clothing Policy to further enhance its existing safety measures for the wellbeing of all SLSQ member and competitors. This new water safety initiative relates to all ocean and/or open water-based events conducted and/or endorsed by Surf Life Saving Queensland, effective from 22<sup>nd</sup> September 2020.

Surf Life Saving Queensland has mandated the use of high visibility clothing during all competition or training events that are conducted and/or endorsed by Surf Life Saving Queensland and any of its affiliated clubs and branches across the state.

High vis vests should be of regulation pink and worn at their full length. Vests identified as not meeting colour requirements must be replaced prior to the race.



unacceptable

Acceptable

## Stinger Suits

Clubs are to reinforce that U8-U14 competitors are not allowed to enter the water without stinger suits (no holes). Please note that the pink high vis rash shirts must be worn over the top of the suit.

### **NQB Rash Shirts Policy (Ref: NQB Policy Statement 08.001)**

Long-sleeved shirts / rash shirts are compulsory for all junior competitors (under 8 – under 14) competing in any individual or team beach events at North Queensland Branch carnivals.

Junior competitors have the option of wearing the following during individual and team beach events:

- Long sleeved T-Shirts
- Long-sleeved shirts
- Long-sleeved rash shirts
- Full-length stinger suits

## Jewellery

It is permitted to wear jewellery in all events unless particularly prohibited by entry conditions (e.g. communication watches in lifesaving events). However, competitors need to be conscious of the potential for injury in wearing some items. Per Surf Sports Manual Current Ed. 2.5.1

## **IRB/Surfboat competition**

- Helmets for Surfboats from 1 October 2014 – (with Club colours from 2014) \*\*only if S2 Sweep required.
- IRB Lifejackets from 1 October 2014
- IRB Club cap
- 15 years+ - handle and patient, hold IRBC and have a minimum of 20 hours of endorsed training
- 16 years+ - handle, patient and crew person, hold IRBC and have a minimum of 20 hours endorsed training
- 17 years+ - handle, patient, crew person and driver, hold IRBD and have a minimum of 20 hours endorsed training
- IRB helmets must be worn by patients
- Must be endorsed by current IRB surf coach as being competent for IRB competition

## **Carnival Referee**

The Carnival Referee is responsible for all matters relating to the actual conduct of competition and matters, of which the final settlement is not covered in SLSA rules. The Referee will also implement the rules and regulations governing the competition or event being conducted and all other duties set down in Section 13.12; SLSA Surf Sports Manual – Current Edition including any relevant updates.

The Carnival Referee shall make any alterations to the program that he or she considers necessary and communicate these changes without delay to all interested parties. Any alterations should take into consideration the safety and welfare of both Competitors and Officials.

## **Water Safety Coordinator**

The water safety coordinator will act under the supervision of the carnival referee. Be responsible for the safety of competition while water events are in progress. Supervise water safety personnel. Coordinate the positioning of rescue craft. Be aware at all times of the safety and welfare of competitors and officials and other personnel involved in competition refer to section 13.31 surf sport manual current edition

## **Team Managers**

Each club is required to nominate a team manager prior to the commencement of each carnival. Clubs are to advise the NQB regional office of the names of the delegated prior to the carnival nomination closing.

The team manager is responsible for confirming the nominations as per marshalling list.

The Team Manager must attend the Team Managers' meeting on both days with the Carnival Referee at each carnival. At this meeting the Carnival Referee will relay any changes to the program and issues that competitors should be aware of.

The Team Manager will receive an email which will contain copies of water safety rosters, and copies of carnival programs.

The team managers will be responsible for changes for team nominations on live heats. Any changes must be completed before first call for marshalling.

## **Handlers**

Clubs must provide handlers for team events and multi-discipline events. Handlers are to wear a competition cap and flouro vest as a minimum requirement. Team Manager/Age Manager must comply with all instructions of the officials and make every effort to ensure that they, or the equipment that they are handling, does not impede another competitor, otherwise both the competitor and the handler may be subject to disqualification.

Host Club to Coordinate

## **Officials and Officials' Requirements**

To be able to Officiate at any event, Officials must be an accredited surf sports official.

Officials whose accreditation and/or Blue Card have expired will not be allowed to participate in the carnival until their accreditation has been renewed.

Officials are required to attend the Carnival Official's Meeting with the Carnival Referee as allocated on the program of events on both days. They will sign and fill in the Officials Register Form, receive their beach assignment and be briefed on any changes to the day ahead. Officials also have a de-brief at the conclusion of the carnival each day with the Carnival Referee to discuss any issues arising from the carnival as well as to relay any important information for the following day. Carnival Referee to supply the debrief after each carnival to their club Director of Surf Sports to share with Board of Surf Sports for review.

Clubs participating in the carnival will need to supply 1 accredited official per 10 competitors nominated for the carnival. If there is a minimum number of 8 competitors, Clubs are required to provide at least 1 Official.

Official nominations are required to be submitted (via survey) by the closing date of carnival nominations. ie nominations must be completed at the time the competition entries are submitted.

Failure to meet the official's ratio will be dealt with the BoSS in conjunction with the Carnival Referee prior to the Carnival. If a club cannot supply the required numbers, a letter of explanation is to be forwarded 2 weeks prior to the BOSS for review. The Board will then decide on a course of action which will be communicated in writing via the relevant clubs Team Manager and Surf Sports Officer.

If club arrives at a carnival unable to meet the official's ratio and has not notified the BoSS with a letter, Club Team Manager will be informed by the Carnival Referee prior to the Officials meeting. Club Team Manager will have until the Team Manager meeting to rectify the default. If the default is not rectified it will be then the responsibility of the "Team Manager" of the club to default, to remove competitors from the carnival until the correct ratio is attained. (There will be no reimbursement of nomination fees from NQB).

Officials are required to attend an Officials briefing delivered by the Carnival referee prior to the commencement of the carnival. The Carnival briefing is to include a core skill update, the core skill updates will be selected by the BOSS based on the previous carnivals debrief.

If competitors are located outside of NQ Branch please contact NQ Branch Administrator to confirm Official ratio requirements.

## **Official's Reimbursements**

The NQ Branch reimbursement for each Official is set at \$18.00 per day for food and \$10.00 per day for drinks. The amount payable for food will be calculated from the Officials Sign-On sheet and drink charges calculated from redeemed drink vouchers collected by the host club. The redeemed tickets collected by host club are to be forwarded to Branch along with an invoice for payment. Officials must supply their own water receptacle.

Food per day (or similar) per Official – Lunch to be supplied at ALL carnivals starting from 12pm (carnivals start from the first briefing)

Food per day (or similar) per Official – Lunch to be supplied at ALL carnivals starting from 12pm (carnivals start from the first briefing)

- Morning Tea
- Lunch
- Afternoon Tea
- Debrief

Fruit and cake/biscuit Salad/meat roll or wrap Fruit and cake/biscuit Nibbles platter

Clubs are to provide water re-fill containers

2 x tickets (at a value of \$5 ea.) will be presented to each Official who signs on at the start of the carnival. These tickets will provide redeemable drink vouchers to a total value of \$10. Officials are not to share their tickets as a matter of safety. Responsible drinking is expected of all officials. Debrief refreshments will commence at the completion of the carnival, which is once ALL events have finished

## **Water Safety – IRB Drivers and Crew**

IRB Drivers & crew + BWSO are to receive the same reimbursements as Officials when 4 or more hours voluntary service is completed.

Example: 30 officials sign on Saturday. The calculated amount on the invoice for the day would read:

30 x \$18 (food)

60 x \$5 (number of drink vouchers redeemed)

## **Water Safety**

Each club competing at carnivals must provide a designated Water Safety Supervisor for their team who will liaise with the Host Clubs Water Safety Coordinator to ensure water safety requirements are covered. All Club Water Safety Coordinators are required to attend the Team Managers meeting with the Carnival Referee on both days at each carnival to report on status of numbers.

Clubs participating in the carnival will need to supply 1 x Water Safety Personnel per 8 competitors nominated for the carnival including 2 reserve personnel with current SRC/Bronze Medallion Award. These names also need to be presented to the NQB Administrator along with competitors 2 weeks prior to closing date of the carnival nominations so the SRC/Bronze Medallion Award proficiencies can be verified.



As per the NQB 2025/2026 Surf Sports Manual, all Club MUST meet their 1:8 Water Safety to competitor nominated ratio. The names of Water Safety personnel are to be sent to the NQ Branch Administrator along with competitor entries by the closing date of carnival nominations who will ensure Proficiencies & Awards Status of nominated personnel are current. Club Water Safety Coordinator will then create the roster which will be sent to the NQ Branch Administrator to be distributed to clubs.

If a club cannot supply the required numbers, a letter of explanation is to be forwarded 2 weeks prior to the BOSS for review. The BoSS will then decide on a course of action which will be communicated in writing via the relevant clubs Team Manager & Surf Sports Officer. If club arrives at a carnival unable to meet the water safety ratio and has not notified the BoSS with a letter, the Club Team Manager will be informed by the Carnival Referee prior to the Water Safety meeting. Club Team Manager will have until the Team Manager meeting to rectify the default. If the default is not rectified it will be then the responsibility of the "Team Manager" of the club to default, to remove competitors from the carnival until the correct ratio is attained. (There will be no reimbursement of nomination fees from NQB). Dependant on conditions the Carnival Referee may request extra water personnel.

## **Shallow Water Rescue (SWR) Search and Rescue Committee (SaRC)**

The following positions are to be allocated prior to the commencement of Carnival. This will form the carnival SARC

- Safety and Emergency Service Coordinator (SESC) / Deputy carnival ref
- Shallow water rescue officer
- Log Keeper
- Medical First Aid Coordinator
- Family liaison Officer
- Power Craft (IRB) Coordinator
- Water Safety Coordinator
- Media liaison officer

Clubs are to provide a list of members attending the carnival who hold bronze medallion to BoSS/Water Safety Coordinator. Members must hold a bronze medallion and be proficient to take part in search teams.

On declaration of emergency all arenas are closed. The incident area is to keep its competition flags raised whilst all other arenas are to lower their competition flags. All areas are to remove all competitors from the water as a priority and conduct appropriate head counts.

SESC to immediately suspend all aquatic activities including competition training and public recreation. SESC is to commence incident coordination and continue with operations until combat agency arrives and a hand over is completed.

- SESC to confirm location of incident (incident scene) and command post.
- Carnival referee is to immediately notify the patrol captain of emergency declaration.
- Sectional referees and officials are to assist in crowd control to monitor and observed. A head count must be taken by most senior official (arena sectional referee) and attempt to record names.
- Team (age) managers are to assist with crowd control and conduct count of respective competitors.
- The shallow water rescue officer shall implement shallow water search.
- SAR teams are arranged to meet with Shallow water rescue officer and at the forward command post (incident scene) SAR members are to wear fluoro caps.
- SWRO to appoint a patrol captain of each SAR team. When the last location of missing person is confirmed a marker buoy is to be released as close as possible to the site
- Water safety personnel with rescue tubes will join SAR and provide water safety for this team.
- The medial/first aid coordinator is to set up triage and first aid area. Ensure adequate stock of first aid supplied. Arrange area for relatives. Coordinate with QAS to primary site.
- Log keeper is to record the conditions on both paper and using digital equipment including surf conditions current wind speed tide.
- Power craft Coordinator will be organised to release dye into the water to assist in determining water movement. Power craft coordinator under direction of FWC will brief and coordinate power craft to commence search patterns.
- On retrieval of missing person, the search team will bring patient to shore. Consider set up of temporary morgue (fully enclosed tent)

Carnival referee will conduct debrief following completion of SAR operations.

## Nominations & Marshalling

Club Administrators are to nominate their club members using the Carnival manager program and are to have nominations finalised to 2 weeks prior to carnivals to ensure any problems, such as awards not processed, can be addressed before carnival nomination closing date. Club Administrators are responsible for ensuring that their competitors are nominated in the correct age group and hold the relevant awards.

Late/closed Nominations Clubs are to pay the late nomination fee (\$60) for any competitor that was not entered into the Carnival manager system by the Club's authorised person before nominations closed. It is the clubs' responsibility to ensure that their members hold the relevant awards and/or qualifications. The only exception to this rule will be if there is an error in the carnival makeup or SEMS was down for example.

Any competitor who wishes to nominate on the day of the carnival will be required to pay the late nomination fee to the Carnival Administrator before the competitor is permitted to start in any event. The competitor will then be issued with a receipt of payment and events to be entered into from the Carnival Administrator. This receipt will then need to be taken to the Age/Team Manager for signing to confirm that they hold the relevant awards for their age group. This receipt must be shown to the Arena Marshall who will make the necessary adjustments in live heats.

- (a) The Marshall shall assemble the competitors for events, check their names against event entries, and position the competitors into heats (and any subsequent rounds) according to the draw.
- (b) It is the obligation of competitors to be ready to compete, and to present themselves with their equipment and competition attire when called by the Marshall (Section 2 – General Competitive Conditions Page 21).

Failure to comply with directions of the Marshall may render competitors liable for disqualification.

- Any competitors warming up after the start of the first heat must not interfere in any way with the conduct of any aspect of the competition.
- Nominated teams may be changed only once and 100% of the team can be substituted however any competitor who competes in one team in an event or is disqualified in that event cannot compete or be substituted into another team in the same event at the same competition.
- Non-competitive mixed teams may be entered on the line when permission is given by the Carnival Referee at the Team Managers meeting.
- Only Competitors, Age Managers and Team Managers can marshal competitors and relay any other information to the Arena Marshalls.
- Team/Age Managers unable to put teams on the line due to a lack of competitors, are encouraged to approach the sectional referee and request that a Non-competitive team consisting of competitors from more than one club starts the event. Non-competitive teams will not receive points or medals.

## Nomination Fees

Carnival	Nomination	Late Nomination
Club carnival 8-10	\$20	\$60
Club carnival 11-Masters	\$30	\$60
Branch Championship 8-10	\$35	\$60
Branch Championship 11-Masters	\$40	\$60
Champion Lifesaver	\$35	\$60
Pool rescue 9-10	\$20	\$60
Pool rescue 11- Masters	\$25	\$60
NQB Pool Rescue Championship	\$30	\$60

\*Fees are **not** Inclusive of GST

## NQB Championship Competition Eligibility

Ref – NQB Statement – Champion Competition Eligibility

Award members who wish to participate in any SLS Championship competition conducted by North Queensland Branch must fulfill their patrol and /or service hour requirements relevant to their category of membership. Under no circumstances shall any member be granted an exemption from patrol obligations solely for competition reasons.

To compete at the North Queensland Branch Championships, new award members and re-joining members who gained their award or regained their proficiency that year, require a minimum of four patrol hours plus proportionate additional patrol and service hours, up to the minimum hours detailed in Table 1. – Defer to BoLS

month award gained	Apr		May		Jun		Jul		Aug		Sep	
Option A patrol hours	25		24		20		16		12		8	
Option B patrol /other	10	15	10	14	8	12	6	10	5	7	3	5

### **Branch Championships**

The Nth Qld Branch Championships will be an OPEN carnival with points awarded only to Nth Qld Branch members

Any participant not from an NQB club will be classified as non-competitive therefore 0 points allocated.

1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place medallions and/or ribbons will be awarded to the following:

- U8-U15 in both INDIVIDUAL EVENTS and TEAM EVENTS
- AGE CHAMPIONS - male and female U8-U15
- U17 - MASTERS AGE CHAMPIONS will receive alternative acknowledgement
- Spirit of the Carnival Award is awarded in recognition of outstanding sportsmanship at a North Queensland surf sports event. The decision will be at the discretion of carnival officials. This award can apply to one or more participants at any North Queensland surf sports event.

The number of branch champions will be determined by the results of the branch championships carnival.

Please note –Regional office will coordinate engraving of perpetual trophies. They are then kept at the winning club – To be returned to Branch by end of September – Retained until end of October at which point it is engraved.

### **Life Members**

SLSA recognises the following members for automatic Competition Eligibility without Patrol and/or other club service:

- Club, Branch State and National Life Members.
- Club Long Service Members.
- Members holding Executive office at Branch, State or National level.

Note: SLSA will also recognise the service performed by Long Service and Life Members from other Australian surf lifesaving clubs, that is, the exemption from patrol hours applies to a Long Service or Life Member irrespective of where that service was carried out.

## **Policies**

### **SLSA CODES OF CONDUCT POLICY**

SLSA expect all Members involved in competition to co-operate to ensure a positive public image and to participate in a spirit of goodwill and sportsmanship.

The general conduct of all participants will be measured by the codes of conduct for individuals and groups as specified in the SLSA Member Protection Policy, Part 7: Member Code of Conduct. Policy Number 6.05, August 2021. Reference should also be made to SLSA Surf Sports Manual Current Ed. 2.27.2 Code of Fair Play.

See Appendix 2 – SLSA Members Protection Policy 6.05 – Part 7 Member Code of Conduct

All participants and parents must abide by the Code of Conduct, or they may be evicted from the Carnival at the discretion of the Carnival Liaison Officer and the Carnival Referee.

### **SLSQ Photography Policy**

Clubs may apply to SLSQ to obtain a 'Club Photographers Pass' in May of each year to allow for NQ club members to apply for accreditation. SLSQ will issue a maximum of 4 passes per club and these passes are valid for all junior and senior club and Branch events only. This pass does not apply to QLD Surf Life Saving Championships, QLD Junior Surf Life Saving Championships or SLSA run national events – NO passes will be issued for these events.

Club photographer accreditation applications will be processed by SLSQ Surf Sports staff. This pass is not transferable and is not to be used by any other person(s) whose name does not appear on the pass. The pass must be worn and made visible at all carnivals. The pass is only valid for the current competition season – club photographers must reapply each year.

Club photographers must comply with any instructions from carnival Officials and may only receive limited access to the competition area. Club photographers must make themselves known to the Carnival Referee prior to the commencement of carnival and be briefed on any restrictions relevant for the day.

Members applying for a 'Club Photographer Pass' MUST already hold a current "Working with Children Check" Suitability Card (Blue/exemption Card) deeming them suitable for interaction with children. Applications are available direct from SLSQ Surf Sports or contact your Club Administrator.

### **Drones**

Private drones shall not be flown in the competition arenas unless SLSQ approved. For the safety of all competitors, the same request can be made of the general public.

### **Video Equipment**

Where possible video finishing equipment will be used as a tool to assist the finishing judges – video footage is a backup and does not replace the officials on the beach. Footage will be available to Carnival referees and officials only. No footage will be saved for later reference. Private footage will not be taken into consideration.



## APPENDICES

### 1. SURF SPORT MANUAL

<https://www.manula.com/manuals/slsa/surf-sports-manual-37th-edition/1/en/topic/introduction>

### 2. APPEAL AND PROTEST FORM

<https://www.manula.com/manuals/slsa/surf-sports-manual-37th-edition/1/en/topic/14-6-slsa-protest-form>

### 3. JUNIOR COMPETITION EVALUATION

[SLSQ Club Management \(entegyapp.com.au\)](https://entegyapp.com.au)

### 4. MEMBER PROTECTION POLICY

<https://www.surflifesaving.com.au/members/policies/slsa-policy-6-05-member-protection/>

### 5. PHOTOGRAPHY AND DIGITAL IMAGES

<https://www.surflifesaving.com.au/members/policies/slsa-policy-6-21-photography-digital-recording-images/>

### 6. NQB SUN SMART POLICY



NORTH QUEENSLAND  
QUEENSLAND

#### NQB Policy Statement [08:001]

This policy was updated and endorsed at the NQB BOSS Meeting on Thursday 3<sup>rd</sup> February 2022

#### Board of Surf Sports

#### Re: Sun Smart Policy – Junior Competitors (Under 8 – Under 15)

Long sleeved T shirts / shirts / rash shirts are compulsory for all junior competitors (under 8 – under 15) competing in any individual or team beach events at North Queensland Branch carnivals.

Junior competitors have the option of wearing the following during individual and team beach events:

- Long sleeved T shirts
- Long sleeved shirts
- Long sleeved rash shirts
- Full length stinger suits

Full length stinger suits remain compulsory for all junior competitors (under 8 – under 14) competing in any individual or team water events at North Queensland Branch carnivals. This includes all junior competitors of multi discipline team events such as Cameron Relays.

Although not compulsory, all other competitors (under 17 – masters) are encouraged to wear long sleeved T shirts / shirts / rash shirts.

Rachael Wynberg  
NQB President

Date: 08/02/22

Alex Rogers  
NQB Director of Surf Sports

Date: 08/02/22

## 7. BRANCH CARNIVAL PROGRAM example

NQ Branch Championships @ Etty Bay Program			
Official's Meeting:- 1000 Team Manager's Meeting:- 10.15 Water Safety Officers Meeting :- 1015 Start Time :- 1030 Finish Time: 1700		<b>Saturday 14th October 2023</b> <div> <div>High Tide:- 08.29 2.52m</div> <div>Low Tide:- 14.19 1.00m</div> </div>	
		Arena 1 Seniors	Arena 2 Master's Arena 3 U11-U15
1030	WELCOMING CEREMONY	1045 1Km Run - U11,U12,U13 M/F Masters 1Km 30-39, 40-49, 50-59, 60-69, 70+ M/F 2 Km Run - U14,U15,U17, U19, Open.	
		U17 Surf Team Mixed	U11 Surf Race M/F
		U19 Surf Team Mixed	U12 Surf Race M/F
		Open Surf Team Mixed	U13 Surf Race M/F
		U17 Board Relay Mixed	U14 Surf Race M/F
		U19 Board Relay Mixed	U15 Surf Race M/F
		Open Board Relay Mixed	
		30-39 Board Rescue M/F	U11 Board Race M/F
		40-49 Board Rescue M/F	U12 Board Race M/F
		50-59 Board Rescue M/F	U13 Board Race M/F
		60-69 Board Rescue M/F	U14 Board Race M/F
		70+ Board Rescue M/F	U15 Board Race M/F
		30-39 Iron Person M/F	U11 Iron Person M/F
		40-49 Iron Person M/F	U12 Iron Person M/F
		50-59 Iron Person M/F	U13 Iron Person M/F
		60-69 Iron Person M/F	U14 Iron Person M/F
		70+ Iron Person M/F	U15 Iron Person M/F
		U17 Ski Relay Mixed	U11 Beach Sprint M/F
		U19 Ski Relay Mixed	U12 Beach Sprint M/F
		Open Ski Relay Mixed	U13 Beach Sprint M/F
		60-69 Board Race M/F	U14 Beach Sprint M/F
		70+ Board Race M/F	U15 Beach Sprint M/F
		110+ Board Relay Mixed	
		U17 Beach Relay Mixed	
		U19 Beach Relay Mixed	
		Open Beach Relay Mixed	
		30-39 Ski Race M/F	
		40-49 Ski Race M/F	
		50-59 Ski Race M/F	
		60-69 Ski Race M/F	
		70+ Ski Race M/F	
Boat Arena		30-39 Surf Race M/F	
		40-49 Surf Race M/F	
		50-59 Surf Race M/F	
		60-69 Surf Race M/F	
Lifesaver Relay			
Open (M/F round robin)			

<b>NQ Branch Championships @ Ettay Bay Program</b>					
Official's Meeting:- 07.00 Team Manager's Meeting:- 07.15 Water Safety Offers Meeting :- 07.15 Start Time :- 07.45 Finish Time: 2.00 pm (approx.)		<b>Sunday 15th October 2023</b>		High Tide:- 08:55 2.56m Low Tide:- 14:47 1.10m	
				V3	
		<b>Arena 1 Seniors</b>	<b>Arena 2 U11-U15</b>	<b>Arena 3 U08-U10</b>	
		U19 Tube Race M/F	U11 Beach Relay Mixed	U8 Shallow Wade Race M/F	
		U17 Tube Race M/F	U12 Beach Relay Mixed	U9 Shallow Wade Race M/F	
		Open Tube Race M/F	U13 Beach Relay Mixed	U10 Shallow Wade Race M/F	
			U14 Beach Relay Mixed		
			U15 Beach Relay Mixed	U8 Deep Wade M/F	
		U19 Iron Person M/F		U9 Surf Race M/F	
		U17 Iron Person M/F	U11 Surf Team Mixed	U10 Surf Race M/F	
		Open Iron Person M/F	U12 Surf Team Mixed		
			U13 Surf Team Mixed	U9 Board Race M/F	
			U14 Surf Team Mixed	U10 Board Race M/F	
		U19 Board Race M/F	U15 Surf Team Mixed		
		U17 Board Race M/F		U8 Wade Relay Mixed	
		Open Board Race M/F	U11 Board Relay Mixed	U9 Wade Relay Mixed	
			U12 Board Relay Mixed	U10 Wade Relay Mixed	
			U13 Board Relay Mixed		
		U19 Surf Race M/F	U14 Board Relay Mixed	U9 Board Relay Mixed	
		U17 Surf Race M/F	U15 Board Relay Mixed	U10 Board Relay Mixed	
		Open Surf Race M/F			
<b>Midday - March Past ** Tide dependant**</b>					
<b>Flags Arena</b>					
U8 Beach Flags M/F		U11 Cameron Relay Mixed	U9 Cameron Relay Mixed		
U9 Beach Flags M/F		U12 Cameron Relay Mixed	U10 Cameron Relay Mixed		
U10 Beach Flags M/F		U13 Cameron Relay Mixed			
		U14 Cameron Relay Mixed	U8- U10 - 500m (only) Distance Run (One way)		
		U15 Cameron Relay Mixed			
			U8 Beach Sprint M/F		
			U9 Beach Sprint M/F		
			U10 Beach Sprint M/F		
		U19 Beach Sprint M/F			
U19 Beach Flags M/F		U11 Board Rescue M/F	U8 Beach Relay Mixed		
U17 Beach Flags M/F		U12 Board Rescue M/F	U9 Beach Relay Mixed		
Open Beach Flags M/F			U10 Beach Relay Mixed		
			U8-U10 Beach Relay Mixed		
		<b>U8-Masters All Age Relay</b>			

8. Host club checklist	
Task	Checked
IRB checked 5.45 at the latest	
IRB duty crew check in with IRB coordinator	
All competition gear delivered to admin area	
IRB's delivered to the water's edge	
Cans, ropes and anchors delivered to IRB location, water's edge	
Competition barriers/ ropes/ bunting etc to be set up	
a. Location etc provided by deputy referee based on event program/ tides etc.	
b. Section off beach flags and beach sprints area	
c. Deliver marshalling tents	
Deliver beach competition equipment	
a. Flags pit poles, ropes, lane markers, rakes, shovels, flags etc.	
b. Sprint track poles, lane ropes, shovels, rakes, batons, lane markers etc	
c. Marshalling tents, tables, chairs,	
Deliver competition arena poles, shovels, start line, marshalling pegs,	
rescue lane markers etc (water areas)	
Deliver tables/ chairs any other banners or equipment	
Deliver first aid equipment, water containers, cups etc.	
Any other equipment required	
Briefings commence - Officials/Team Managers/Water Safety	
Radio Requirements	
Carnival referee	
Deputy referee	
IRB Co-ordinator 2	
Water Safety Co-ordinator	
Sectional Referee 1 x each	
Chief Judge	
Sprint Track 1 x additional for starter/check starter	
Work force	
IRB driver/ crew 1 x per boat	
First Aid Station	
Carnival Commences	
During the Carnival	
Delivery of Water during the day	
Morning tea delivery	
Afternoon tea delivery	
End of day process	
Collect all gear as competition areas close down	
Return all equipment to gear trailer for packing and washdown as required	

9. Host club checklist	
Task	Checked
Entry Circular Distributed with SS Booklet	
Carnival/Sectional referee pack bound	
1 x final bulletin	
1 x number of competitors per events registered	
1 x officials list for their area – sign on and off	
1 x officials list by area.	
Beach Layout Map (safety, pre risk assessment) submitted	
3 weeks prior to event	
Pack Admin boxes including marshalling sheets	
Charge LiveHeats devices and ensure working correctly	
Ensure 4 x ipads and all available radios are fully charged	
Entry Circular Distributed with SS Booklet	
Carnival/Sectional referee pack bound	
1 x final bulletin	
1 x number of competitors per events registered	
1 x officials list for their area – sign on and off	
1 x officials list by area.	