



## Circular 144:10:07

**To:** Y&LD Council Delegates      Junior Coordinators  
Club Secretaries                      Junior Team Managers

**Cc:** Club Presidents                      Y&LD Executive  
LSV Directors                              LSV District Officers

**From:** Andrew Skillern, Manager Youth & Leadership Development

**Date:** 29 October 2007

**Subject:** **S Badge Proficiency Guidelines**

**Action:**

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All clubs competing in LSV organised junior beach competitions during the 2007/08 season are required to have met the S Badge requirements. These requirements are outlined in the attached S Badge Proficiency Guidelines.

Any clubs who have already placed orders will be sent their S-Badges during the first week of November. Please fill out the attached order form and return it to Andrew Skillern at Life Saving Victoria to make an order.

***S Badge proficiencies obtained in the 2006/07 season  
will expire on 31 December 2007***

**For additional detail on this Circular contact: Andrew Skillern**

Email [andrew.skillern@lifesavingvictoria.com.au](mailto:andrew.skillern@lifesavingvictoria.com.au) or by phone (03) 9676 6945  
Circulars are also available at [www.lifesavingvictoria.com.au](http://www.lifesavingvictoria.com.au)

Address: P O Box 353 South Melbourne DC 3205

# S-BADGE PROFICIENCY GUIDELINES

To maintain our safety and lifesaving standards, the association has set a standard of competency that junior members **must achieve before being eligible to compete in any junior carnival.**

## AIM

- To ensure all competing swimmers at junior carnivals are sufficiently proficient in both a physical and mental capacity.
- To standardise the placement and ensure high visibility of qualified swimming competitors to carnival officials.
- To maintain standards and recognise the proficiency level of all junior members.

## RULES

- All competing swimmers are required to complete annual S Badge Proficiency tests.
- All junior members must have completed their relevant proficiency tests on or before 31 December each year.
- Failure to requalify by this date will cancel the member's ability to partake in junior competition until the proficiency test has been undertaken.
- This proficiency shall be valid until 31 December the following year when the same conditions shall apply.
- It is the responsibility of the Junior Team Manager to ensure that all competitors are tested efficiently and certified correctly prior to Junior Carnival participation.
- Competitors not displaying an 'S Badge' Proficiency patch will not be permitted to compete in water-based events at Junior Carnivals.
- Carnival race starters will inspect competitors at the start line.
  - If worn, wetsuits must be rolled down to display S Badge Proficiency patch.
  - Competitors not displaying the 'S Badge' Proficiency patch will not be permitted to compete.
- S Badge Proficiency tests must be undertaken on recognised and patrolled beaches and must be supervised and endorsed by one of the following people:
  - Level 1 Coach
  - Training Officer
  - Lifesaving Assessor
  - Age Manager Facilitator
- Junior Team Managers must submit a signed carnival entry form prior to each carnival indicating competing or training competitors.

## S BADGE PROFICIENCY

- There are 2 levels of “S Badge” Proficiency
  - **Competing Swimmer** - competently completes the required distance
  - **Training Swimmer** - does not competently complete the required distance

Age	Run-Swim-Run	Competently Achieved	Not Competently Achieved
Under 7	Run-Wade-Run (50m-50m-50m)	Competing	Training
Under 8	Run-Wade-Run (50m-50m-50m)	Competing	Training
Under 9	Run-Swim-Run (50m-50m-50m)	Competing	Training
Under 10	Run-Swim-Run (50m-50m-50m)	Competing	Training
Under 11	Run-Swim-Run (50m-100m-50m)	Competing	Training
Under 12	Run-Swim-Run (50m-100m-50m)	Competing	Training
Under 13	Run-Swim-Run (100m-100m-100m)	Competing	Training
Under 14	Run-Swim-Run (100m-100m-100m)	Competing	Training

**Note: Any member not competently completing the required run-swim-run for their age will be designated as ‘Training Swimmers’**

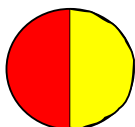
## S BADGE DESIGN

### Competing Swimmer

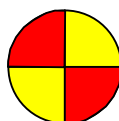
High visibility colour patch, changing shape each year (Red/Yellow)



**2007/08**  
(3cm X 2cm)



**2008/09**  
(3cm X 2cm)



**2009/10**  
(2cm)

### Training Swimmer

High visibility colour patch (Yellow Triangle) (3cm X 3cm)



### Placement

Forward of Left Hip



## S BADGE ORDERING

- Complete the attached S Badge order form
- Fax order form to Life Saving Victoria (03) 9681 8211
- Allow 14 days for delivery

### Costs

#### *Competing Swimmer*

2 colour design (Red/Yellow)

Supplied in unit lots of 25 patches

**\$10.00 per Unit Lot (GST Inclusive)**

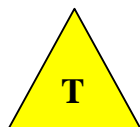


#### *Training Swimmer*

30mm Triangular (Yellow)

Supplied in unit lots of 25 patches

**\$10.00 per Unit Lot (GST Inclusive)**



## REPORTING REQUIREMENTS

- Clubs are required to complete the S Badge Proficiency online using the national membership database, Surfguard.
- This needs to be completed for every individual undertaking the S Badge Proficiency assessment.

### Surfguard System (National Membership Database)

- Clubs now raise Assessment Request Forms (Form 14) using Surfguard. Please refer to the attached flowchart for an overview of the complete process.
- The Surfguard system enhances the efficiency of award processing and enables LSV to complete the processing of awards more timely.
- Certificates will be despatched directly to candidates within a month of State Centre receiving the completed Assessment Request.
- Clubs are able to generate their own reports of awards undertaken by members.

### Training and Support

The Surfguard system is not expected to require a great deal of training. The web-based interface should be familiar to anyone who has used the internet.

LSV is available to provide further training and assistance to any club completing this process.

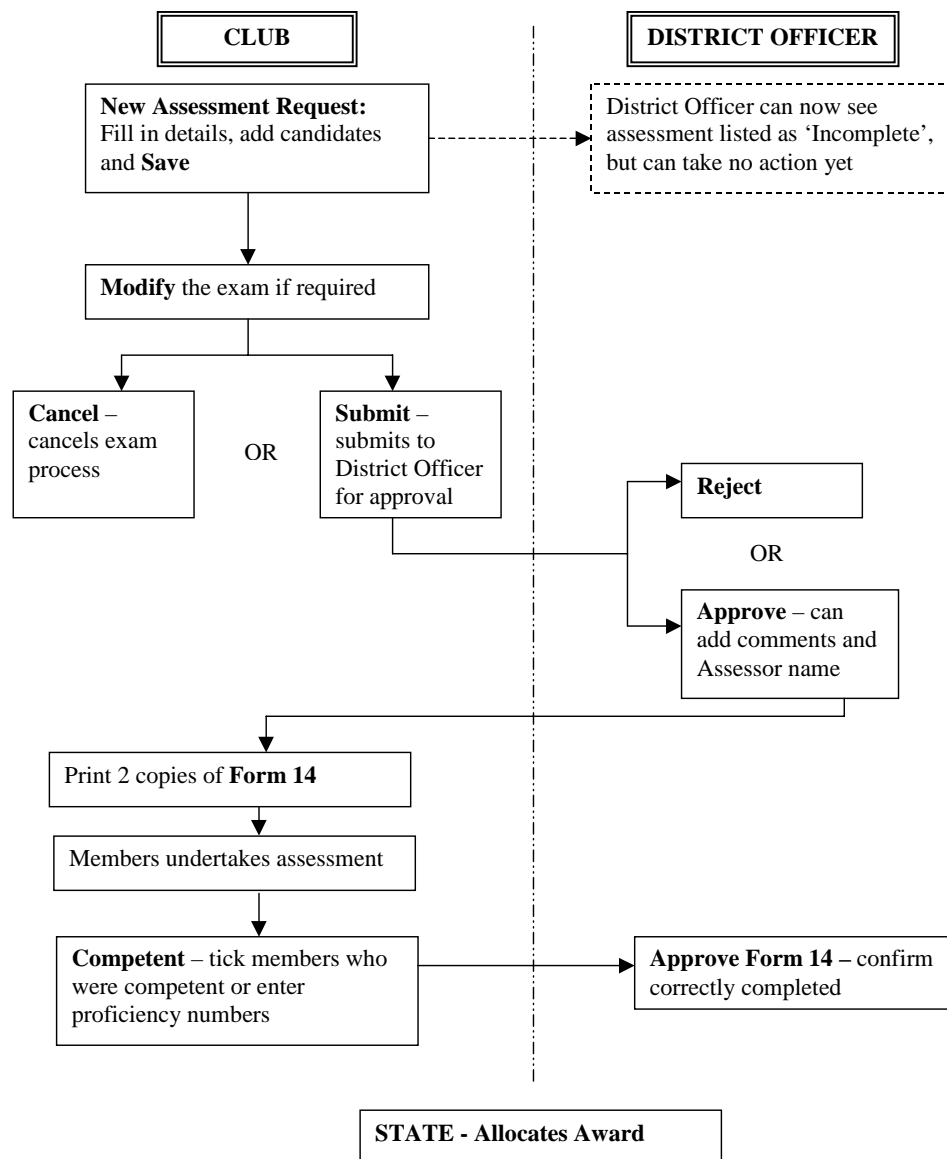
A dedicated Helpdesk is also in operation from 9.00 am to 5.00 pm Monday to Friday, enabling users to report problems or get personal assistance by phone or email:

- Helpdesk Phone 1300 724 006
- Helpdesk email [help@hpfm.com.au](mailto:help@hpfm.com.au)

## SURFGUARD AWARD PROCESSING

- Club raises new award request and submits to District Officer
- District Officer assigns assessor(s) and approves assessment
- Club prints 2 copies of Form 14 for Assessor to sign off
- After assessment, Club forwards one signed Form 14 to State Centre and Assessor forwards second signed Form 14 to District Officer
- After assessment and receipt of signed Form 14, District Officer approves Form 14 on Surfguard
- State Centre processes award which includes-
  - Surfguard automatically allocating award numbers
  - Printing of certificates
  - Despatch of certificate to candidate

*This diagram outlines the process above.*



# S Badge Order Form



## Details:

Name: \_\_\_\_\_

Address: \_\_\_\_\_



Phone: \_\_\_\_\_ AH \_\_\_\_\_ BH \_\_\_\_\_ Mob \_\_\_\_\_

Email: \_\_\_\_\_

Club: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

- Purchases are to be:  collected from the office on **(after 9/11/07)** \_\_\_\_/\_\_\_\_/\_\_\_\_  
 sent to the above address – freight charged as shown

Item	Unit Quantities	Unit Cost (incl GST)	Total Cost
 2007/2008 Competing Swimmer (supplied in unit lots of 25 patches)		\$10.00	
 2007/2008 Training Swimmer (supplied in unit lots of 25 patches)		\$10.00	
Postage & Handling	N/A	\$2.00	\$2.00

## Payment Details:

- Cash  Cheque  Credit Card  Invoice Club

Total Payment: \$ \_\_\_\_\_

## Credit Card Details:

Cardholders Name: \_\_\_\_\_

Card Number: \_\_\_\_\_

Type of Card:  Bankcard  Mastercard  Visa Expiry Date: \_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_

## Invoice Club Authority:

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Club Officer: President / Secretary / Treasurer

Printed Name: \_\_\_\_\_

**Return Fax to Andrew Skillern**

**(03) 9681 8211**