

Memorandum

To:	Club Presidents and Officers
From:	Kate Higginbotham, SLSNSW Member Services Manager
Date:	17 September 2015
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Subject:	SLSNSW Quality Club Program – 2015/16 Season Checklists

The purpose of this memo is to advise all Surf Life Saving Clubs that the Quality Club Programs Checklists have been released for the 2015/16 season. Along with the program's resources and templates, all will be available upon registration for the Quality Club Program.

Those clubs who have already registered for the 2015/16 season will have access to these documents via DropBox or USB shortly.

To register for the SLSNSW Quality Club Program visit the Members section of the SLSNSW website:

www.surflifesaving.com.au/members/development-programs/quality-club-program

About the SLSNSW Quality Club Program

The Quality Club Program is a Surf Life Saving NSW initiative that provides a linear pathway for progression and is a highly effective audit tool, providing quick reference and identification of best practice operations. Ultimately, it assists Clubs to strengthen its governance and management, be compliant with legislation, build the capacity of their volunteers and programs, and ensure that it is able to utilise the human, technological, physical and social resources available both internally and from associated partners like SLSNSW and SLSA.

Strong grassroots operations are fundamental to the success of Surf Life Saving, and so by adopting the three-tiered accreditation standards within the Quality Club Program, Surf Life Saving Clubs in NSW will be able to take the tangible steps necessary to advance their own organisational practices and benchmark against a state-wide standard of excellence.

Levels – Gold, Silver, Bronze

There are three levels in the program which Clubs can become accredited in:

Bronze - Ensures that clubs are fulfilling the requirements under the Fair Trading NSW, the Office of Liquor Gaming and Racing, SLSNSW, SLSA and the Australian Charities and Not-For-Profit Commission.

Silver - The intermediate level and focuses on the business and operational components of Surf Life Saving and club operations and management.

Gold - The most advanced level and focuses on the high level continual improvement of Surf Life Saving Clubs. This level requires clubs to develop and use a future plan.

From the 2015/16 season, the Checklists are all integrated, meaning there is one Checklist for each level. This means that clubs can select the level they wish to aim for, and can work through one list to achieve this outcome.

2015/16 Season Timeframes

The timeframes for the Quality Club Program for the 2015/16 season are as follows:

September 2015: Register your club via the SLSNSW website.

www.surflifesaving.com.au/members/development-programs/quality-club-program

October 2015 – May 2016: Develop your 'plan of attack' – use the tool to audit your club, identify gaps and put plans in place to address these throughout the season, and make a plan for how and when each of your committee members are going to submit the evidence required for their area of work. The SLSNSW Quality Club Officers are always available for support and advice.

30 June 2016: Submissions for the season are due to SLSNSW. Don't worry if you are having trouble submitting. Speak to the Quality Club Officer in your region for some support and advice.

June – July 2016: The SLSNSW Quality Club Officers will assess your submissions. If there are any missing items, or any points that need clarifying, they will be in touch to discuss.

July 2016: Successful clubs will be awarded Bronze, Silver or Gold status in the Quality Club Program.

Accreditation for every level, including Bronze, Silver and Gold, is valid for one season only – meaning the Checklist must be completed each season to maintain accreditation under the program

SLSNSW Contacts

If you have any further questions, please contact the SLSNSW Quality Club Officer in your region:

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