



# Circular 3873

Released 19 November 2024



**2025 NSW Surf Life Saving Surf Boat Championships**  
proudly presented by Your local club  
**Entry Circular**

**Attention:** Club Presidents, Club Secretaries, Club Competition Officers, Team Managers, Coaches and Competitors.

**Actioned by:** Persons responsible for club entries

**Date:** 19 November 2024

**Contact:** Belinda Cooper – Competitions & Events Staging Coordinator  
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<p><b>Summary:</b></p>	<p>This circular outlines the requirements and procedures to enter the 2025 NSW Surf Life Saving Surf Boats Championships being held from Friday 14<sup>th</sup> – Sunday 16<sup>th</sup> March 2025.</p>
<p><b>Action:</b></p>	<ul style="list-style-type: none"> <li>○ Complete and submit entries via SEMS by <b>11.00pm Wednesday 5<sup>th</sup> February 2025.</b></li> <li>○ Online Late Entries close at <b>11.00pm Sunday 23<sup>rd</sup> February 2025</b> (<i>late fees apply</i>).</li> <li>○ <b>NOTE: No late entries will be accepted after this date including at the Championships (excludes team amendments)</b></li> <li>○ SLSNSW will issue invoices to all Clubs after the Championships. Do not pay until the invoice is received.</li> <li>○ Complete the <a href="#">Team Manager Declaration Form</a> by <b>11.00pm Sunday 16<sup>th</sup> February 2025.</b></li> <li>○ Complete the Surf Boat <a href="#">Rash Vest Order Form</a> by <b>11.00pm Sunday 16<sup>th</sup> February 2025.</b></li> </ul>

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**Your local club**



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## 1. INTRODUCTION

The 2025 NSW Surf Life Saving Surf Boat Championships attracts competitors from the U19 to Masters age groups, providing the opportunity to unite over a three (3) day period and showcase one of Australia's most iconic volunteer movements, Surf Life Saving.

This year's event will be held at North Steyne in the Sydney Northern Beaches Council area from Friday 14<sup>th</sup> – Sunday 16<sup>th</sup> March 2025.

This document outlines some key information relating to the 2025 NSW Surf Life Saving Surf Boat Championships. Please note that SLSNSW may issue subsequent bulletins, memos or circulars which may supersede information provided in this Circular.

## 2. ADDITIONAL RESOURCES

Reference is made to:

- The current [37th Edition Surf Sports Manual \(Revised July 2024\)](#)
- The proficiency competition requirements for 2024/25 Season:
  - [Memo - SLSNSW 5.04 Patrol Hour Exemption Process](#)

## 3. GENERAL CONTENT

Entries are to be completed online using the [Sports Events Management System \(SEMS\)](#).

- Entries open on **Friday 22<sup>nd</sup> November 2024**.
- Entries close at **11.00pm Wednesday 5<sup>th</sup> February 2025**.
- Online late entries close **11.00pm Sunday 23<sup>rd</sup> February 2025** (late fees apply).
- **No late entries will be accepted after this date including at the Championships (excludes team amendments).**
- SLSNSW will send invoices to all Clubs after the event. Do not pay until the invoice is received.
- Clubs are reminded to complete the [Team Manager Declaration Form](#) by **11.00pm Sunday 16<sup>th</sup> February 2025**. This Team Manager Declaration Form includes Clubs logging their team manager contact details. This is to ensure all event communications such as changes to timetables, re-locations etc. can be sent via SMS and Email. Details about the Team Managers meeting format will be available soon.
- Clubs to complete [Surf Boat Rash Vest Order Form](#) by **11.00pm Sunday 16<sup>th</sup> February 2025**.
- **Note: Clubs are reminded to check all entries prior to the close of late entries on Sunday 23<sup>rd</sup> February 2025 for any omissions and errors.**
  - ***Note: SLSNSW will only respond to calls or emails from Team Managers/Club Registrars regarding entries. SLSNSW will be reverting all calls and emails from individual members back to clubs.***

#### 4. 2025 NSW SURF BOAT CHAMPIONSHIPS COMPETITION COMMITTEE

The 2025 NSW Surf Life Saving Surf Boat Competition Committee (CC) will direct all matters relating to the actual conduct of the competition. The CC may (subject to the rules in the Surf Sports Manual [37<sup>th</sup> Edition] and event rules, any subsequent amending bulletins, and this Circular) postpone, cancel and/or alter any or all Championship events, and alter the venue of the competition.

Competition Committee Chairperson	Darren Moore
SLSNSW Director of Surf Sports	Donald van Keimpema OAM
Championship Referee	Greg Heard
Local Organising Committee Representative	Craig Susans
Safety & Emergency Management Coordinator (SEMC)	James Crittenden
SLSNSW Chief Operating Officer	Phil Ayres
SLSNSW Sport Manager	Jim Pinnington

#### 5. 2025 NSW SURF BOAT CHAMPIONSHIPS SAFETY EMERGENCY COMMITTEE

The 2025 NSW Surf Boat Safety Emergency Committee (SEC) will direct all matters relating to the safety of the competition.

A review of the following will be conducted at each SEC meeting:

- a) Risk Assessment of the current conditions of the beach, environmental risks and back of beach area.
- b) Injury management statistics.
- c) Current weather predictions.
- d) Competition statistics.

The SEC may consult and seek advice from appropriate officials, athletes and other personnel on local weather, surf conditions and safety issues when required. The SEC will then advise the CC.

The SEC is responsible for enacting the contingency plan for this event. The Safety Operations Manual developed for this event is to be applied by the Referee when considering and making recommendations, in consultation with relevant emergency services and lifesaving authorities.

Safety & Emergency Management Coordinator (Chair)	James Crittenden
Safety & Emergency Management Deputy (Boats)	Kane Hughes
Council Representative/Lifeguard	Steve Dowman
Deputy Carnival Referee	Mick Lang
Powercraft Coordinator	Adrian Hill
First Aid Coordinator	AESS
SLSNSW Competitions & Event Staging Coordinator	Belinda Cooper

## 6. VOLUNTEER REQUIREMENTS

### 6.1 Officials

A quota system for clubs to provide Accredited Officials based upon the number of competitors entered may be in place for the 2025 NSW Surf Boat Championships. More information to come if required.

### 6.2 Powercraft

To ensure the safety of all competitors competing in the 2025 NSW Surf Life Saving Surf Boat Championships, a Powercraft roster will be implemented. Clubs will be identified based on the total number of entries for the 2025 Championships.

Powercraft Drivers/Operators and crewpersons **must** fulfil the following requirements.

- **IRB Driver:** Be a current financial SLS member and be a proficient Silver Medallion IRB Driver.
- **IRB Crewperson:** Be a current financial SLS member, be a proficient IRB Crew Certificate.
- **RWC Operator:** Be a current financial SLS member and hold a proficient RWC Operator Certificate.
- **Both IRB and RWC:** Be experienced in ALL levels of surf conditions and competent to deal in all surf conditions.

As the Powercraft requirements will be based on figures calculated after entries close for the 2025 event, the **Powercraft Roster will not be prepared until after normal entries close on Wednesday 5<sup>th</sup> February 2025.**

Clubs will be required to nominate volunteer names and contact information for IRB Drivers and Crew personnel via the Powercraft Form which will be available week commencing **10<sup>th</sup> February 2025**. All IRB Drivers and Crew personnel must also bring with them their current SLSNSW Powercraft licence, personal compliant PFD, helmet, and appropriate clothing.

**Clubs that fail to meet their rostered requirements: SLSNSW will stand down all athletes from that club from competition until such time as the required powercraft personnel are present AND undertaking their required shift.**

Some Clubs may also be required to bring IRB equipment to the Championships. All IRBs supplied must be registered with SLSNSW, have passed the 2024/25 Gear and Equipment Inspection process, and be entered in SurfGuard.

### 6.3 RWC

This year SLSNSW are trialling a revised model for powercraft. All RWC shifts will be provided by SLSNSW's Australian Event Safety Services (AESS). This means there is no requirement on clubs to supply any volunteers for these roles.

The AESS invited all members who are qualified and have experience operating an RWC at Surf Sports Carnivals and are interested in undertaking shifts at the State Championships to complete the [Expression of Interest](#). AESS will then reach out to suitably qualified and experienced members to seek availability and onboard you as an AESS staff member.

## 6.4 First Aid

This year all first aid will be provided by SLSNSW's Australian Event Safety Services (AESS). This means there is no requirement on clubs to supply any volunteers for these roles.

## 6.5 Commitment to Child Safety

### Child Safe Awareness Course

All coaches and officials are required to complete the SLS Child Safe Awareness course as part of their accreditation and re-accreditation.

The course can be accessed via the member area eLearning platform and will automatically be recorded in SurfGuard upon completion.

### Working with Children Checks

Coaches, officials and boat sweeps must have a [Working with Children Check \(WWCC\)](#) if they volunteer (or are likely to volunteer) with members under the age of 18 for more than 5 days in a calendar year.

Working with Children Check numbers must be provided to clubs who will verify through the Office of the

Children's Guardian and update SurfGuard with current WWCC information.

Clubs and Team Managers are reminded to use the [SLSNSW Child Safe Activity Guide](#) to help plan their touring team requirements when members under the age of 18 are involved.

## 7. ELIGIBILITY TO COMPETE

For clubs to be eligible for Championship Competition, clubs must have their Life Saving Agreement (LSA) in place for competitors to represent that club.

All entrants must meet SLSNSW award, patrol, and proficiency requirements as per the 2024/25 proficiency competition requirements and any other subsequent bulletins issued.

Reference is made to the following documents which apply to this event:

- SLSA Policy 1.02 – Use of SLSA Equipment
- [Memo - SLSNSW 5.04 Patrol Hour Exemption Process](#)

The proficiency requalification must be completed by close of "normal" entry nominations to be eligible to participate in a SLS Championship or other event i.e., late entry nominations will not be accepted for members who have not completed their proficiency requalification by the normal close of entry nominations.

Late proficiency exemptions are required to be endorsed by both Club and Branch (on letterhead) before being received by SLSNSW. This can be sent to [statechampionships@surflifesaving.com.au](mailto:statechampionships@surflifesaving.com.au) and will be forwarded to the State Director of Lifesaving for consideration. Any late proficiency exemptions should be received no later than **Sunday 23<sup>rd</sup> February 2025**. **No exemptions will be reviewed after this date.**

## 8. ENTRY FEES

The entry fee per competitor at the 2025 NSW Surf Boat Championships is **\$79.37** (incl. GST).

**SLNSW will issue invoices to all Clubs after the Championships. Clubs must not pay their entry fees prior to the Championships. Payment terms are as stated on the invoice.**

**Entry fees are not refundable if members do not take part in these Championships or if events or the entire Championships are cancelled.**

### Late Entries:

All late entries received after the initial closing date shall be charged at **\$111.50** (incl. GST).

No individual late entries will be taken at the Administration Centre at North Steyne SLSC. It is suggested that Clubs still enter members if there is a chance that they will be competing and then withdraw their entry prior to the close of late entry.

### Team Substitutions:

No late fees will be charged for team event substitutions if the substitute is already entered into the carnival.

## 9. ENTRIES – SEMS

Club entries to the 2025 NSW Surf Boat Championships must be submitted online **DIRECTLY** into [SEMS](#).

Online entries will close at **11pm on Wednesday 5<sup>th</sup> February 2025**.

Late entries will close at **11pm on Sunday 23<sup>rd</sup> February 2025**.

Please refer to the [SEMS User Guide](#) and [SEMS Club Entry Webinar](#), before and during the entry process.

***Note: NO reserves are to be entered into SEMS for team events.***

## 10. SCHEDULED SURF BOAT EVENTS

The following events shall be conducted in their respective age group areas in accordance with the requirements of the current edition of the [SLSA Surf Sports Manual \(37<sup>th</sup> Edition\)](#) and amending Bulletins and Circulars.

Masters Surf Boat Events will be conducted on Friday 14<sup>th</sup> March 2025.

Opens Surf Boat Events will be conducted on Saturday 15<sup>th</sup> and Sunday 16<sup>th</sup> March 2025.

### 10.1 Lifesaver Relay

It is intended that the components of the lifesaver relay are to be run separately at their own championships i.e., water legs to be run during Open Championship and boat leg to be run at Surf Boats. The Lifesaver Relay entry conditions are described in the 37<sup>th</sup> Edition of the Surf Sports Manual and age and gender requirements will be strictly adhered to.

## 10.2 Surf Boat Masters Events

160 Years min Male Surf Boat	160 Years min Female Surf Boat
180 Years min Male Surf Boat	180 Years min Female Surf Boat
200 Years min Male Surf Boat	200 Years min Female Surf Boat
220 Years min Male Surf Boat	220 Years min Female Surf Boat
240 Years min Male Surf Boat	240 Years min Female Surf Boat
260 Years min Male Surf Boat	260 Years min Female Surf Boat

## 10.3 Surf Boat Open Events

Open Male Surf Boat	Open Female Surf Boat
Reserve Grade Male Surf Boat	Reserve Grade Female Surf Boat
Under 23 Male Surf Boat	Under 23 Female Surf Boat
Under 19 Male Surf Boat	Under 19 Female Surf Boat
Surf Boat Relay	

## 11. ENTRY CONDITIONS

### 11.1 Surf Boat Sweeps

All Surf Boat Sweeps entered in the NSW Surf Life Saving Surf Boat Championships are required to have completed their Development Coach – Surf Boat Award, Sweeps Accreditation Assessment Tool and have been issued with a Sweeps Accreditation Number. Surf Life Saving NSW will conduct an audit of all the sweeps entered into the carnival for compliance.

To be an unrestricted (S3) sweep and to be eligible to compete in all SLSA competition, a sweep must hold a proficient SLSA Bronze Medallion, a minimum current Development Coach Award or equivalent, as well as having attended a sweep practical assessment or sat with a panel of sweeps in a formal process of learning and to have been deemed competent to sweep by this panel. A restricted (S2) sweep may participate in competition under the guidance of a sweep mentor in surf conditions rated up to and including 13 under the Mc-deM Surf Hazard Rating (SHR) system provided that they have formally commenced the SLSA online Development Coaching Module and sat with a panel of sweeps as part of their skill development. A (S1) pre competition sweep is not permitted to participate in any competition.

### 11.1 Surf Boats and Double Dipping

"Double dipping" (i.e., competing in more than one division or age category of rowing) by crews will not be permitted at the 2025 NSW Surf Boat Championships. Exceptions to this condition are as follows:

Sweep Oarsmen may continue to compete in multiple divisions and age categories but, as per existing SLSA rules, shall only compete in a particular division or category once irrespective of whether they are sweeping or rowing.



- a) Individual rowers from an age crew who are also competing with another crew (i.e., not the same four (4) rowers) in an older age category are permitted to row in a second category at the Championships provided that the other crew members are not also doubling up to form separate crews.
- b) Should a member of any crew become indisposed they may be replaced subject to approval of the Carnival Referee provided they comply with the requirements for the event.
- c) If an U19 or U23 competitor is rowing in an older age category made up of mixed age groups, they can continue to row in that older age category even if their own individual age division is suspended or cancelled. However, a crew made up entirely of rowers from suspended or cancelled age or gender group(s) shall not be permitted to compete.

## 11.2 Handlers

Surf boat handlers (when allowed due to surf conditions) must be competitors who are already entered in the carnival. They are to wear full competition gear – NSW Surf Boat Championships high visibility lycra vest, competition cap and helmet (if this has been mandated due to conditions).

## 12 GENERAL INFORMATION

### 12.1 Championships Point Score

A point score will be kept for the highest overall club point score for each respective Championships.

### 12.2 Results

In the case of a dead heat for positions 1<sup>st</sup>, 2<sup>nd</sup>, or 3<sup>rd</sup> each competitor will receive a respective medal and the following medal allocations will apply:

- Dead heat for 1<sup>st</sup> place: Two (2) gold and one (1) bronze will be awarded (no silver will be awarded).
- One competitor in 1<sup>st</sup> place, dead heat for 2<sup>nd</sup> place: One (1) gold and two (2) silver will be awarded (no bronze will be awarded).
- One competitor in 1<sup>st</sup> place, one competitor in 2<sup>nd</sup> place, dead heat for 3<sup>rd</sup> place: One (1) gold, one (1) silver and two (2) bronze will be awarded.
- Dead heat for 1<sup>st</sup> place and dead heat for 2<sup>nd</sup> place: Two (2) gold and two (2) bronze will be awarded (no silver will be awarded) .

## 13 SCRUTINEERING

All boats will have a safety check by SLSNSW scrutineers. If any craft found to be non-compliant, the club members will be advised and have the right to make alterations (in accordance with the scrutineering specifications) and present the craft for checking. If still found to be non-compliant, the craft will not be able to be used and shall be removed from the beach.

## 14 SPONSOR RASH VESTS

All competitors entered into the 2025 NSW Surf Life Saving Surf Boat Championships will be issued an official high visibility pink competition lycra vest. It is a requirement for all competitors to wear the supplied Lycra vest in competition at the 2025 NSW Surf Life Saving Surf Boat Championships. See SSM2.5.1.

Clubs must ensure that competitors wear the approved lycra vest in competition, **no other branded vests** may be worn. Competitors may be requested to wear the approved lycra vest as part of medal presentations.

The [Rash Vest order form](#) must be completed by 11.00pm **Sunday 16<sup>th</sup> February 2025**.

Rash Vests orders are to be collected from the Administration Centre within North Steyne SLSC by Team Managers only during the below collection times:

Surf Boats	Thursday 13 <sup>th</sup> March	2.00pm – 4.30pm
	Friday 14 <sup>th</sup> March	6.15am – 7.30am

## 15 MEDIA AND PHOTOGRAPHY

### 15.1 Drones

For the safety of competitors, officials, and spectators SLNSW prohibits the use of drones or Unmanned Aerial Vehicles (UAV) at these Championships by members and/or public. SLNSW and its telecast production contractors will be operating UAVs for both surveillance and capturing of event footage.

### 15.2 Photography

As a condition of entry, all competitors agree to have photos and video taken during the Championships used for promotional material by SLNSW.

SLNSW will not be issuing media/photography accreditation to team members or Clubs.

Professional photographers will be in attendance and material will be available via social media and to Clubs on request. Clubs are welcome to take photographs from outside the competition area.

Go Pro's may only be used within the competition area on approved fittings and fixtures as set out in relevant SLSA bulletins.

### 15.3 Media Statements

No competitor, team manager, official or spokesperson for a club shall make media statements which could bring the State Championships, its sponsors, or officials into controversy or disrepute. Such statements will be a breach of policy and could potentially result in sanctions against members involved. Please note that statements to the media regarding the State Championships will be made by authorized spokespeople.

## 16 HEALTH & WELLBEING

SLSNSW reserves the right to alter event competitor eligibility & attendance and spectator & official attendance should any Public Health Orders in force during the event place limits on the number of attendees and/or the vaccination status of attendees.

The welfare of all competitors is of paramount importance and athletes or their parent/guardian in the case of underage competitors should seek advice prior to the competition from a qualified professional for any health concerns if required.

Any competitor or official who suffers illness or injury prior to or at the 2025 NSW Surf Boat Championships **MUST** seek medical clearance before resuming their normal activities which includes training and competition.

In addition, SLSNSW may, at its sole discretion, require a competitor and/or official to be assessed for physical and/or psychological fitness to participate in the competition. This ensures the safety and wellbeing of the athlete concerned and fellow competitors while also ensuring all parties and Surf Life Saving NSW are not placed at risk.

## 17 ANTI-DOPING & MATCH FIXING:

It is strongly recommended that all Team Managers complete both the ASADA Level 1 Anti-Doping and Match Fixing e-learning courses. Both courses are free of charge and provide an opportunity to develop a knowledge and understanding of anti-doping and match fixing in sport. Moving forward, SLSNSW strongly believe this is a great addition to the structure of any touring team and/or squad and is vital for elite competition and athlete development.

SLSNSW fully supports the new SLSA Anti-Doping and Match Fixing policies (SLSA Members Area > Library > Governance > SLSA > Policy 5.1 1 & 5.02). Following the completion of each course, a completion certificate/email must be forwarded to [surfsports@surflifesaving.com.au](mailto:surfsports@surflifesaving.com.au). SLSNSW have organised with SLSA to have these courses uploaded on to SurfGuard as an award. Once completed, the courses do not have to be completed again, unless there is an update in information from the organisations. If anyone has previously completed either course, proof must be sent through to Surf Sports in order to be recognised.

For further information regarding the courses please contact Surf Sports on 9471 8000 or [surfsports@surflifesaving.com.au](mailto:surfsports@surflifesaving.com.au)

## 18 BEHAVIOUR/MISCONDUCT

Any misconduct while at the Championships will not be tolerated. This includes the days leading into competition and any official social activities following the conclusion of the Championship. Offending members risk disciplinary action against both themselves, and their Clubs.

Parents or supporters are not allowed to assist competitors during the competition. Any breach of this policy may result in the disqualification of an athlete from the remainder of the competition and is at the discretion of the Referee.

Please refer to 37<sup>th</sup> Edition Surf Sports Manual sections 2.27 SLSA Code of Behaviour and 2.28 Abuse/Inappropriate Behaviour and the Policy 6.5 – Member Protection Policy (available online at Members Area > Library > Governance > Policy > SLSA > Policy 6.5).

## 19 PROTESTS

All protests shall be lodged with the appropriate Liaison Officer in each Area in accordance with the procedures set down in the current edition of the SLSA Surf Sports Manual and any subsequent bulletins and shall identify the specific sections/clauses in the Competition Manual and or event rules upon which the protest is based.

Protest Forms are available from the Liaison Officer. An “Appeals Fee” of \$110.00 must accompany all documentation when the protest is officially submitted to the Appeals Committee for adjudication.

## 20 STACK TEAM APP

Important Information and updates will be communicated by Stack Team App.

Stack Team App will be used in the lead up to and throughout the Competition as a platform to communicate information, documentation and updates including timetable changes to Team Managers and Competitors.

It is highly recommended that everyone planning to attend any event download Stack Team App when entries are submitted. If you cannot download the App onto a phone or tablet, you may also access Stack Team App in a web browser on any computer.

To register for these event updates please follow the below instructions:

1. Download the “Stack Team App” application from the App Store or Google Play.
2. Log in / Sign up to receive live event notifications.
3. Once logged in search “**2025 NSW State Championships**”.
4. Click the “Become a member of this Stack Team App” icon at the top of the screen then select the appropriate group you wish to receive notifications from.

By joining the event and turning on your mobile app notifications, you will receive notifications and email updates as they are posted, ensuring you never miss any important information.

PLEASE NOTE: It is an individual’s/Club’s obligation (SSM 2.17) to ensure they listen for announcements and marshalling. Not receiving a Stack Team App update is not an excuse for missing events.

## 21 NORTHERN BEACHES COUNCIL

Northern Beaches Council is thrilled to welcome the return of the NSW Surf Life Saving State Championships to Queenscliff in 2025.

The Northern Beaches offers an array of ocean beaches, coastal rock pools, a 36km coastal walkway, five (5) aquatic reserves brimming with sea life, national surfing reserves at Manly-Freshwater and Narrabeen, and so much more.

With an unlimited list of things to see, do, eat, drink, and buy, you're going to want to stay for a few days! Choose from 5-star hotels, holiday apartments, B&Bs or camping.

While you are here, enjoy delicious food and drinks and outdoor adventures. If you need a steer in the right direction, head to our online visitor information centre, Hello Manly at [hellomanly.com.au](http://hellomanly.com.au)



**22 SURF BOAT CHAMPIONSHIPS ENTRY AND PAYMENT PROCESS**

