South Maroubra SLSC
Gym Instructions & Guidelines
Version June 2026

South Maroubra Surf Life Saving Club is committed to helping members gain and maintain fitness so they can safely and effectively carry out their Club's volunteer responsibilities. The Club offers a gym facility & membership with equipment purchased by the Club to members 15 years and over.

This Instruction & Guideline document outlines practical steps and tips that can be taken to manage risks associated with Gym activities and to develop local Standard Operating Procedures for the Club Gym and its members, to facilitate enjoyable and safe physical activity.
This document helps to shape the WH&S, Risk Management and Safety Procedures for the Club Gym. It is expected that as Gym members, these guidelines are self-managed and peer supported.

Version Control
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Contents

Introduction	2
General Information & Guidelines for Members	2-4
South Maroubra Surf Club Gym Use	5
Message from Club Board of Management	6-7
Gym Rules - Appendix A	8
SLSA Code of Conduct - Appendix B	9
SM Gym Membership Form link – Appendix C	9
Faces you need to know as a Gym Member – Appendix D	10

Introduction

This document is prepared with reference to information extracted from Guidelines for Safer Surf Clubs issued by SLSNSW

The intended outcomes of this document are to ensure that the South Maroubra SLSC outlines a successful safety and operational process relating to the running of the gym. It defines and provides advice and suggestions on how to avoid gym injuries, rules and processes to apply when accessing the gym and who may use these facilities.
We provide members an opportunity to exercise to improve their health by use of a gym. All exercise carries with it some inherent risk and there are many gym-associated hazards that have the potential to cause harm. All members have a shared responsibility to identify and control the hazards associated within the gym and activities, and our club has a responsibility to develop safe gym procedures to eliminate, or minimise and mitigate their corresponding risks.

What are some common hazards at the gym and how do we control them?

Injuries often occur at gyms as a result of people using gym equipment incorrectly, damaged or poorly maintained equipment, over-exertion, individuals leaving equipment and belongings on the floor, a poor layout of fitness equipment and/or an individual's general lack of attention to safety. There are many injuries commonly associated with gym activities, such as muscle strains to the back or limbs, sprains, crush and spinal injuries, as well as cuts and lacerations. Illness from cross infection is also common when there is poor equipment hygiene and poorly maintained share facilities.
Our club conducts regular inspections of the gym, regular equipment maintenance and a full audit of all equipment annually which is documented. We rely on gym users advising / reporting any faulty equipment or other issues during the season and have a process in place for such reporting – contact our Club Vice President. vp@southmaroubrasurfclub.com.au or Gym Supervisor gymsupervisor@southmaroubrasurfclub.com.au

General Information & Guidelines for Members

Weight Training

Weight training involves the lifting of weights through various set ranges of movement. There are several types of weight training including:

- Olympic Lifting which includes the snatch and the clean and jerk
- Power lifting which includes the squat, the bench press and the dead lift
- Resistance training – concentric and eccentric free weightlifting
- Machine controlled lifting
- Isometric and dynamic lifting and stretching

The skill of using weights must be learned carefully as poor technique, reckless advancement and irresponsible behaviour can cause injury or accidents. Safety requirements will vary for specific weight training techniques. Weight training involves using free weights, bars, balls and mechanical systems (hydraulics and pulleys) for the purpose of increasing muscle strength, power and endurance. As such, it's a form of resistance training which is generally used to complement other aspects of sports training.
The main objective of weight training is to improve muscle strength. However, it should be noted that there is no evidence to suggest it is necessary for children to undertake weight training to reach their full porting potential at a later age. In fact, most leading coaches would support the development of skills and enjoyment of the sports as the first priority of pre-adolescent children. Despite established training routines and safety procedures, members could suffer injuries during gym activities.

The following information is provided to assist the members of South Maroubra SLSC to minimise injuries due to sports injuries.

Identify the Hazard

Gym injuries can include:

- Muscle strains to the back or limbs
- Sprains or injuries to ligaments
- Fractures
- Internal or external bleeding such as bruising or minor cuts
- Head injuries such as concussion or eye damage
- Head and cold related injuries
- Spinal injuries

Common Gym injuries occur suddenly. They can result from over-exertion, inattention, poor technique, or through incorrect use of equipment. Some Gym injuries can develop more slowly, particularly overuse injuries.

Once symptoms such as pain, bleeding or swelling occur, it is possible to identify an injury and (in context) identify the likely hazard or cause. Mild symptoms that may deteriorate with activity can indicate chronic injuries. It is important that members are alert to body signals that can identify early warning signs of impending injury.

Risk Analysis & Risk Assessment

In assessing the likelihood of Gym injuries, consider:
Individual factors
Factors related to an individual can include:

- Level of fitness, both general and specific to the activity
- Current state of health and wellbeing at the time
- Skills, knowledge and experience in undertaking the activity
- Pre-training and warm-up activity conducted
- Familiarity with the venue and facilities
- Personal attributes such as attitude and motivation (such as how aggressive or competitive an individual may be)
- Use of proper clothing and protective equipment

External factors
Some external factors can include:

- The event's physical environment including the presence of other people
- The condition of the venue and facilities including the playing/running surface
- The condition of the equipment used and whether it is the right equipment for the intended physical training outcome.

Risk Control

The best approach to preventing Gym injuries is to identify the risks and avoid injury in the first place by using safe practices and safe gym equipment. Using the safe practices and equipment appropriate to the activity reduces injury risk.

Stretching/warm up/cool down

Warming up before exercise is one of the best ways to reduce the risk of injury. Inactive joints, tendons and muscles are more likely to get strained or sprained by sudden movement or exertion. In normal conditions, a 5-10 minute warm up is all that is generally needed, increasing this slightly in colder weather. Focus on 'warming' (activating) the muscle groups used in the activity. 'Cooling down' after exercise is also important injury prevention strategy. Consider static and dynamic stretches during both the warm up and cool down period.

Hydration

Maintaining body fluid levels is essential and best done throughout a gym activity, as thirst may not indicate dehydration. Take fluids before, during and after the activity depending on its nature and extent. Water is often the most effective fluid although some Sports Drinks or specific dissolving additives, can help replace essential electrolytes lost through a rapid depletion of body fluids.

Training

Taking appropriate training before undertaking the activity is essential to minimising injury risks. This may include:

- Knowing the 'gym rules', the activity's potential risks and how to avoid these
- Proper lifting techniques to minimise injury
- Familiarisation with the venue or facilities
- Tailored activities to build strength and fitness to undertake the activity safety
- Using protective or other safety equipment
- An understanding of the best warm-up and cool-down activities for the activity

Injury Management

It is important that injuries are properly treated to aid quick recovery and prevent further injury or long-term damage. All attending gym members must show a duty of care to fellow members and assist in an injury situation.

The injured individual should be advised to attend a trained First Aid person if available or a medical practitioner/health care professional, depending on the nature of the injury.

Appropriately trained medical practitioners need to treat severe injuries as soon as possible Severe injuries include fractures, dislocations, head injuries and severe bleeding.

Meanwhile, apply first aid to stabilise the injury. Use first aid to treat less severe injuries.

The RICE method is a simple and effective way to treat less serious sprains and strains:

- **Rest** – avoid any movement or activity that causes pain
- **Ice** – once bleeding is controlled, apply a wrapped ice pack or cold compress to help reduce swelling and ease pain and discomfort. Apply this for at least 20 minutes as soon as possible after the injury, then every 4 hours while you are awake for the next 48 hours
- **Compression** – use a firm crepe or elastic pressure bandage on the affected joint or limb with a light padding under the bandage if the pain is severe
- **Elevation** – keep the injured arm or leg raised, ideally above the heart, to slow the flow of blood and reduce swelling.

South Maroubra Surf Club Gym Use

The Club Gym is only to be used by financial South Maroubra SLSC members that have paid the current season's Gym membership fee.
Non-members are not permitted to use the gym.
The Club's Board of Management (BOARD) & Gym Supervisor can and will conduct random checks of gym and gym access at any time.

The Club has provided members with new equipment and a much-improved gym facility which is currently being well used by our gym members. The equipment will be maintained and serviced regularly. We'd like to remind all Gym members to respect the equipment, each other and always be mindful of the SLSA code of conduct.

The Club will determine if you are required to supply additional information depending on age, known health problems, previous gym use and recent fitness activity history particularly over the past 12 months. You may be required to provide a:

- Written clearance from a medical practitioner stating that you are fit to use the facilities; or
- Fitness assessment from an instructor/trainer with a recognised fitness qualification; or
- Written fitness program from a medical practitioner in the case of members using gym for physical rehabilitation purposes; and

If you are aware of potentially being at risk by participating in a particular gym activity, you must inform the Gym supervisor.

U18 Members that have joined the gym must receive an induction on use of the gym by the Gym Supervisor before being permitted to use the club gym or appointed member. Failure to do this might cancel your Gym membership. An invitation is open to Over 18yrs for induction should you wish or need one. Please reach out to the Gym Supervisor.

Gym Membership Application

All South Maroubra SLSC Gym membership applications are to be actioned via the online form – available via the following link

Online Gym Membership or scan the **QR Code**

Gym Fees

Patrolling Members (15 years & over)	$100.00 per season
Other Members (except Gold Members)	$140.00 per season

Patrolling members that achieved 100% Patrol Efficiency the previous season will receive FREE gym membership as a recognition of this achievement.

Note: General members wishing to join the gym will need to upgrade their Club membership to Associate.

Gym Access

The Club Gym is available to current financial members that have registered and paid the Gym membership fee for the current season, access to the Gym will be via the front club door (carpark side). Access will be provided on receipt of the gym membership fee payment for gym members and induction when applicable.
Each Gym member has their own access. Entry doors should be closed once entry is gained and not to be kept open at any time. Please note that your Gym membership provides access to the Gym and toilets. All other areas of the club are non-access areas.
Members access to the Gym may be limited or stopped temporarily as instructed by the Board of Management to facilitate maintenance work, club or private functions and/or other activities. Members will be provided notice well in advance.

Message from the Club Board of Management

The Club's Board of Management (BOARD) reserves the right to modify any conditions of use including. Although not limited to future timetables relating to access for gym members, remove any members access based on non-payment, misbehaviour including the allowing of non-members into the gym, not meeting your minimum patrolling obligations (for patrolling members).

The following procedures will be utilised for gym members breaching the Gym Rules as set out in Appendix A:

- 1st breach – a written or verbal warning will be issued to the gym member and recorded by the Club
- 2nd breach – a second written warning will be issued to the gym member and recorded by the Club
- 3rd breach – the gym member will be suspended from using the gym for a period of not less than one month, breach will be recorded by the Club.

Any breach by a gym member may force the gym to be closed for cleaning before the gym can be reopened.

The BOARD also reserves the right to exclude any member or non-member from the Gym as required without right of appeal and based on any grounds or concerns. The BOARD may seek additional safety information in certain circumstances.

Any Club member entering into a Gym Membership Agreement with South Maroubra SLSC, undertakes to obey all rules of the Club, the Gym, and also acknowledges the Club's right to install and monitor electronic devices to monitor the gym room and any person using this facility.

By using the Club Gym and any equipment within the Gym, the gym user does so at their own risk and absolves South Maroubra SLSC from any responsibility for any injury that might occur whilst within the Gym or whilst using any equipment within the gym.
Only members involved in a Surf Club 'committee minuted' gym activity (such as pre- determined date and times for Boat Competitors Gym training as example) are covered by the SLSA Workcover Insurance. **South Maroubra SLSC undertakes to provide safe equipment within a safe training environment.**

All gym users must follow the conditions set out on the membership application and the gym rules and administrative procedures applying to the Gym.

The BOARD is responsible for:

- Monitoring Gym use to check it accords with this policy
- Managing Gym applications
- Development and applying Gym rules and administrative procedures appropriate to the facility
- Maintaining Gym equipment in good working order and keeping it that way
- Ensuring the Gym and surrounding environments are regularly cleaned and maintained
- Seeking feedback from gym users

Gym members must comply with all Gym rules and guidelines. All members must acknowledge and sign that they have read and understood the Gym Instructions and Guidelines and acknowledge that they must take personal responsibility for all activities performed in the Gym.

Gym Coordinator/Supervisor

A Gym Coordinator and /or Gym Supervisor may be appointed by the Board. The role of this person will be to supervise the facility and ensure compliance with the guidelines and rules are observed and maintained by all Gym users.

The Gym Coordinator / Gym Supervisor is responsible for:

- Monitoring Gym use to check it is being used as per the this document
- Acquiring gym equipment in good working order and ensuring its maintenance with consultation of the Board.
- Ensuring the Gym and surroundings are regularly inspected and kept in optimal condition
- Be responsible to the Board of Management
- Conduct or assist in the conducting of all Gym Inductions

It is desirable that this person meets the following minimum qualifications:

- Recognised with appropriate qualifications (Cert III in Fitness) and or Level 1 Coach and or be appointed by the Board of Management.
- Hold current First Aid qualifications with a recognised RTO provider and qualification recorded on Surfguard under the members awards.

Gym Injuries

All gym injuries should be reported to the Gym Coordinator as soon as reasonably possible. Any injury of a significant nature must be recorded and logged into the 'incident logbook'. This logbook will be kept in the gym and will be monitored by the Gym Coordinator/BOARD.

Monitor and Review

There are several ways to monitor the incidents of gym injuries, such as:

- Keep records of injuries and investigate the circumstances involved
- Review control measures to see if they are having the desired impact
- Conduct regular checks of the gym with health and safety inspections and regular hazard checks.

These activities will be reviewed and implemented where appropriate by the Club Board of Management.

Induction

Induction to the South Maroubra Surf Club Gym will include:

- Tutorage on the safe usage of the equipment
- Orientation of the gym and emergency procedures
- Instructions on hygiene and cleaning procedures utilising the sanitising stations provided.
- Induction will only take a short period of time but is mandatory for the safety of all members.

Appendices

- Gym Rules – Appendix A
- SLSA Code of Conduct – Appendix B
- Gym Membership & Induction Online Form link – Appendix C
- Faces you need to know as a Gym User – Appendix D

Useful Links

- SLSA Policy 6.05 Member Protection Policy
- www.southmaroubrasurfclub.com.au

Appendix A

SOUTH MAROUBRA SLSC GYM RULES

Please follow these rules every time you use the Club Gym.

Keep the Gym Clean

- Wipe down equipment after use using the sanitising station.
- No food or open drinks are to be taken into the Gym.
- Remove all sand before entering the Gym.

Safety, Privacy and Respect

- **No video recording** is permitted in the Club Gym.
- Gym hours are **6:00 am to 9:00 pm**.
- Respect other members, the equipment and on-site club residents at all times.
- No gym member is to bring a non gym member into this facility.
- All gym users must use their own access to enter the facility.

Equipment Use

- Do not move equipment from its allocated position.
- Return all weights and equipment to their allocated positions after use.
- Do not take any equipment outside the Gym facility.
- Do not reserve multiple pieces of equipment.
- Report equipment damage immediately to the Club Vice President, Gym Coordinator or Gym Supervisor.

Sign In and Hygiene

- Sign in before your workout and sign out when you leave.
- Wash or sanitise your hands before and after exercising.
- Bring your own hand sanitiser where possible.
- Use deodorant suitable for physical activity.

Age, Supervision and Induction

- Members must be over 15 years of age to be eligible for gym membership.
- Members aged 15–18 years must not train alone and must train with at least one gym member over 18 years of age.
- The Board of Management may approve supervised group use by younger members with an authorised coach from time to time.
- Gym members will be advised if approved if any younger-age group training is scheduled or any other ‘out of the box’ group sessions.
- Commencing season 2026/27 all existing and new gym members will be required to complete a face-to-face gym induction.
- From Season 2027/28 onwards only new members joining the gym will be required to complete an induction.

Bring and Use the Right Gear

- Bring a drink bottle to your workout.
- Use a bath-sized towel on machines and benches.
- Wear appropriate shoes and clothing at all times.
- Lower body clothing: shorts, tights or aerobic outfits.
- Upper body clothing: T-shirts, singlets or sweatshirts.

Appendix B *Reference Document SLSA Policy 6.05 Member Protection*

SLSA Code of Conduct

Members and all people involved in any way with Surf Lifesaving will:

a. respect the rights, dignity and worth of others—treat others as you would like to be treated yourself;
b. be ethical, considerate, fair, courteous and honest in all dealings with other people and organisations;
c. be professional in, and accept responsibility for your actions;
d. be aware of and follow—at all times—SLS rules, regulations, policies and procedures and promote those laws, standards, rules, policies and procedures to others;
e. raise concerns arising under this Policy through the appropriate channels and report any breaches of the Code or this Policy, in line with the Complaint Resolution Policy
f. refrain from any form of Bullying, Abuse, Harassment, Discrimination and Victimisation towards others;
g. provide a safe environment for the conduct of activities in accordance with any relevant SLSA policy;
h. ensure SLS is an inclusive organisation that is open to all who wish to participate regardless of age, gender, disability, cultural and linguistic background or sexual orientation;
i. provide a safe and nurturing environment for all participating in surf life saving by actively promoting the principles of equal opportunity, social justice and cultural safety so that all individuals are treated with respect and dignity;
j. show concern, empathy and caution towards others that may be sick or injured;
k. strive to be a positive role model to all;
l. respect and protect confidential information obtained through Surf Lifesaving activities or services; whether individuals and/or organisational information;
m. maintain the required standard of accreditation and/or licensing of professional competencies, as applicable to the role(s);
n. ensure that any physical contact with others is appropriate to the situation and necessary for the person's skill development;
o. refrain from intimate relations with persons over whom you have a position of authority;
p. maintain a duty of care towards others; and
q. be impartial and accept responsibility for all actions taken.

Appendix C – **Club Gym membership applications are to be actioned via the online form on the club website.**

Link provided below or QR Code

Online Gym Membership

Appendix D

FACES YOU NEED TO KNOW AS A GYM USER

Finn Daley
GYM SUPERVISOR

Nick Mellick
GYM COORDINATOR

Linda Perrin
GYM COORDINATOR

BOARD OF MANAGEMENT

Paul Fownes
PRESIDENT

linda Perrin
VICE PRESIDENT

Marcelo Garay
SECRETARY

Uri Teitler
DIRECTOR FINANCE

Simon Torsellini
DIRECTOR LIFESAVING

Peter Kondilios
DIRECTOR COMPETITION

Ash Philp
DIRECTOR YOUTH

OUR ADMIN TEAM IN THE CLUB OFFICE

Jen Forde

Tracey Teitler