

SPORTS SAFETY GUIDELINES – ORGANISING SPORTS ACTIVITIES

Updated 22 May 2020

1 Purpose

The purpose of this paper is to establish documented safety guidelines for the organising of NUS Sports Activities.

2 Scope

These safety guidelines shall apply to all NUS staff and students organising any NUS Sports Activities.

3 Definition

3.1 NUS Sports Activities refer to any sports activity that is organised by NUS staff or students.

4 Safety Guidelines

4.1 Organisers of any NUS Sports Activities are responsible to provide their participants AND spectators with a safe environment by:

4.1.1 Events & Activity Safety Guidelines

Adhering to the Events & Activity Safety guidelines and procedures as detailed by the NUS Office of Safety, Health and Environment (OSHE). This can be found at <https://myportal.nus.edu.sg/studentportal/safety-and-security/all/>.

4.1.2 Overseas Trip Safety Guidelines

Adhering to the Overseas Trip Safety guidelines and procedures as detailed by the NUS Office of Safety, Health and Environment (OSHE). This can be found at https://share.nus.edu.sg/corporate/procedures/emergency_mgt/Forms/AllItems.aspx?RootFolder=/corporate/procedures/emergency_mgt/Event-Safety/Guidelines.

4.1.3 Sports Safety Guides

Adhering to the Sports Safety Guides as detailed by SportSG. This can be found at <https://www.sportsingapore.gov.sg/sports-education/sports-safety/safety-resources-and-useful-links>. For sports not covered in SportSG Sports Safety Guides, organisers are encouraged to seek advice from the national governing body of that sport (eg. Football Association of Singapore for football activity).

4.1.4 Overlapping Guidelines

Adopting the more stringent guideline should there be overlapping guidelines.

4.1.5 Emergency Numbers

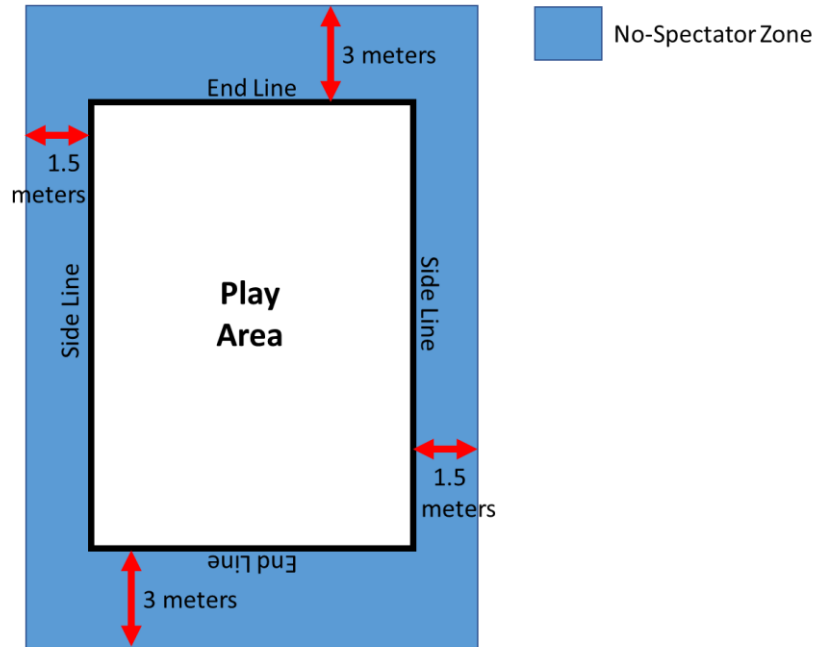
Knowing the emergency numbers to call in the event of any emergencies. These emergency numbers can be found at <http://www.nus.edu.sg/uhc/contact/emergency-contacts>.

- 4.1.6 **Automated External Defibrillator**
Knowing the location of the nearest Automated External Defibrillator (AED). The locations of AEDs on NUC campuses can be found at https://share.nus.edu.sg/corporate/procedures/emergency_mgt/Crisis-Management/AED-deployment-directory.pdf.
- 4.1.7 **Risk Acknowledgement and Consent**
Checking that only those who acknowledged the risks involved in the event and/or activities are allowed to participate. Organisers are required to do this through the Risk Acknowledgement and Consent Form to be completed by all participants. Where it is impractical to complete, collect and check hardcopy forms, organisers can incorporate this form as part of their online registration process. A sample Risk Acknowledgement and Consent Form can be found at [https://share.nus.edu.sg/corporate/forms/emergency_mgt/Event-Safety/Form-Risk%20Acknowledgement%20and%20Consent%20\(Formerly%20Indemnity%20Form\).pdf](https://share.nus.edu.sg/corporate/forms/emergency_mgt/Event-Safety/Form-Risk%20Acknowledgement%20and%20Consent%20(Formerly%20Indemnity%20Form).pdf).
- 4.1.8 **Health Declaration**
Checking that only those who declared that they are physically well and fit are allowed to participate. Organisers are required to do this through the Health Declaration Form to be completed by all participants. Where impractical to complete, collect and check hardcopy forms, organisers can incorporate this form as part of their online registration process. A sample Health Declaration Form can be found at <https://nus.campuslabs.com/engage/organization/sports/documents/view/1689087>
- 4.1.9 **Declaration of Swimming Ability (for water sports activities)**
Checking that only those who declared that they are able to swim (50m in under 2 minutes without flotation aid) are allowed to participate in water sports activities. Organisers are required do this through The Declaration of Swimming Ability Form to be completed by all participants. Where it is impractical to complete, collect and check hardcopy forms, organisers can incorporate this form as part of their online registration process. A sample Declaration of Swimming Ability Form can be found at https://share.nus.edu.sg/corporate/forms/emergency_mgt/Forms/AllItems.aspx?RootFolder=/corporate/forms/emergency_mgt/Event-Safety.
- 4.1.10 **Medical Coverage**
Ensuring that there are first-aiders with medical kit and/or ambulances with paramedics present for the Sports Activity. If organisers are unsure if first-aiders, paramedics or ambulances are necessary, organisers are to seek advice from the national governing body of that sport (eg. Football Association of Singapore for football activity). There are recommendations made by Sports Singapore in the Sports Safety Committee Report 2019. This document can be found at <https://www.sportsingapore.gov.sg/Sports-Education/Sports-Safety>
- 4.1.11 **Environment**
Checking that the environment is safe for both participants and spectators and that it is suitable for the sport that is being organised.
- 4.1.12 **Lightning Warning**
Immediately stopping all outdoor activities and getting everyone to seek shelter when there is a lightning warning or alert. Organisers of any outdoor NUS Sports Activities held outside of NUS are to check with the relevant meteorological services for lightning alerts. Organisers of any outdoor NUS Sports Activities held in NUS are to read

and understand the Information about NUS Lightning Warning System as detailed by NUS Sports & University Town Management Unit (SUU). This can be found at <https://uci.nus.edu.sg/suu/wp-content/uploads/sites/5/2019/03/Lightning-Safety-Protocol.pdf>.

4.1.13 No-Spectator Zone

Ensuring that no spectators are allowed in the No-Spectator Zone. The No-Spectator Zone must be minimally 1.5m from the sides and 3m from ends of the play area.



Players' benches, officials' tables and penalty benches shall be allocated in accordance to technical rules of the respective sport.

4.2 Sport Climbing Wall at University Town

In addition to the above, organisers using the Sport Climbing Wall at UTown are to adhere to the NUS Guidelines for the Use of Sport Climbing Wall at UTown as detailed by the NUS Sports & University Town Management Unit (SUU). This can be found at <https://uci.nus.edu.sg/suu/wp-content/uploads/sites/5/2019/03/Rock-Wall-Climbing-Guidelines.pdf>.

4.3 Cheerleading

In addition to the above, organisers of any NUS Cheerleading Activities are to adhere to the NUS Cheerleading Safety Guidelines found at http://www.nus.edu.sg/osa/docs/default-source/osa-doc/resources-and-policies/nus-cheerleading-safety-policy.pdf?sfvrsn=d1e52fd0_2.

5 Developmental History

Rev	Proposed by	Approved by	Approval Date	Effective Date
1/2018	Lawrenz Sim Head of Sports Office of Student Affairs	AP Peter Pang Dean of Students	31/07/2018	1/09/2018