

General Safety Guidelines for SIM GE CCA Club and Student Council Events

All Members of Executive Committee (Exco)/ Student Leaders must ensure:

1. An Event proposal must be submitted to SDEV for approval. Only upon approval, will organizers be allowed to proceed with the implementation of plans for Event.
2. Risk assessment shall be conducted for all events through the completion of a Risk Assessment Form.
3. Council / Club leaders are to ensure that all council / club members are registered in SIMConnect.
4. Indemnity Forms shall be distributed for completion prior to the start of the event and submitted for filing. Students who are 21 years or older shall submit their indemnity form via SIMConnect while those under 21 years old would have to submit signed hardcopy forms.
5. Prior to Events that involve strenuous activities, organizers shall distribute the Physical Activity Readiness Questionnaire (PAR-Q) to participants, and brief participants to read and understand it.
6. There should be at least two (2) certified First Aiders with First Aid Kit covering each event.
7. Warm-up and stretching shall be conducted before the commencement of activities which are strenuous in nature.
8. Post activities cooling down exercises are conducted.
9. General Safety Guidelines are communicated prior to commencement of an Event.
10. An activity-specific Safety Briefing is conducted prior to commencement of an Activity.
11. There is a proper hydration plan during activities.
12. All participants comply with rules and regulations of the Event venue and/or facilities, and Local Laws.
13. All participants use social media responsibly.
14. Proper inspection of the conditions of facilities and/or equipment before utilization and report any faults to SDEV, and cease usage immediately.
15. In the event of an incident/near-miss, an Incident Report Form shall be completed by the organizer and submitted to SDEV. The organizer shall advise the student involved to refer to insurance forms for claims procedure.
16. That participants are advised to don appropriate attire for specific Activities.
17. The Coaches and/or Instructors are present to provide direct supervision during trainings/competitions.
18. For Overseas Events, organizers complete the Overseas Trip Registration Form, and submit to SDEV.
19. Emergency Response Plans are communicate to the entire Event organizing committee.

Additional Safety Guidelines for Water Based Activities (Orientation)

All Members of Executive Committee (ExCo)/ Student Leaders must ensure the following:

1. Prior to water activities, ensure that participants don a proper fitting Personal Floatation Device (PFD) unless the activity is held in a pool and/or specific competition rules state that the donning of PFD is not allowed and/or nature of activity does not require the donning of a PFD.
2. Where practicable, a water confidence activity where participants float with the donned PFDs in water-not-too-deep-to-stand-up-in shall be conducted to check fitting, functioning of the PFD and also to improve and/or help participants gain water confidence.
3. Non/weak swimmers shall be identified and made known to the coaches / instructors / seniors.

Additional Safety Guidelines for Water Based Training/Competition

All Members of Executive Committee (ExCo)/ Student Leaders must ensure the following:

1. Prior to Water Based Training/Competition, all participants must don a proper fitting Personal Floatation Device (PFD) unless activity is held in a pool and/or specific competition rules state that the donning of PFD is not allowed and/or nature of activity does not require the donning of a PFD.
2. All participants in water-based training must fulfill the SIM GE Water Safety Test.
3. Students who do not fulfill the requirements of the SIM GE Water Safety Test are not allowed to participate in Water Based Training. However, they have the option to re-take the test.
4. Students may seek exemption from the SIM GE Water Safety Test if they possess relevant swimming proficiency certifications.
5. Student Leaders of all water-based clubs shall submit the completed Participants List to SDEV for processing.
6. Participants who meet the requirements of the SIM GE Water Safety Test have to acknowledge their results by signing on the SIM GE Water Safety Test Assessment Form.

Additional Safety Guidelines for Martial Arts and High Impact Sport Activities

All Members of Executive Committee (ExCo)/ Student Leaders must ensure the following:

1. Adequate Personal Protective Equipment shall be made available for use during Martial Arts Activities.
2. Safety Equipment used are regularly maintained and in good working condition.
3. Sparring/Contact/High Impact activities shall only be conducted under strict / direct supervision of a certified coach specific to the activity.
4. Competitors participating in competitions must undergo a medical examination and be deemed fit by the physician before they are allowed to participate in the competition.