

DEPARTMENT OF PHYSICAL EDUCATION

PLAYGROUND POLICY AND PROCEDURES

PLAYGROUND USAGE

- Students are oriented and re-oriented about ground usage and safety precautions during the start of each academic year.
- Instructions regarding handling of Weightlifting equipment's, throwing equipment, cleaning up of sports equipment's and gym equipment are given.
- The instructions are reiterated through printed information in playground notice board.
- Students are oriented about the list of items in the first aid box and proper use of first aid items.

EQUIPMENT PURCHASE AND ARRANGEMENTS

- Director of Physical Education give sports equipment requirements every year based on the team players need and annual budget allotment. The ground marker and the faculty in-charge check availability and purchase of sports equipment is done as per the college's purchase guidelines, by calling for three quotations from vendors. (College Purchase Committee decides for equipment rated above Rs.50,000/-).
- Equipment stock issue book is kept in sports room, in compliance with safety regulations, to ensure entry of usage.
- Maintenance of equipment, like cleaning, adjustment and service is done at periodic intervals to keep it working and extending the life of the equipment.
- Repairs are arranged for, to get the equipment working again.
- Records of issues related to the sports equipment, if any, are maintained such as the date when a problem occurred, it being removed for service, reason for breakdown or failure, corrective actions taken, and date in which it is returned for use.
- Equipment's are arranged in order, enabling easy retrieval and replacement. equipment is stored appropriately at proper place.

GENERAL SAFETY PRINCIPLES FOR STUDENTS

Students are to

- Show respect for others and follow instructions given by Director of Physical Education.
- Unsportsmanship behavior is not allowed.

- Follow the game rule.
- Use equipment safely, sensibly, and appropriately.
- Use only assigned restrooms opposite to GJ Indoor stadium cum Auditorium.
- Sportswear and shoes are must before entering a playground.
- Clean the hands and foots after use of sports equipment.
- Keep their playground clean.
- Players are responsible for their personal belongings.
- Store their bags, packs, and purses in appropriate places and off the ground.
- avoid handling electronic devices or phones while playing in the ground without the permission of their faculty and coach.

The Standard Operating Procedures insisted in the playgrounds are:

- Keep the sports equipment safely after use.
- Never use harmful equipment in a playground.
- Ground marker is in-charge of keeping and issuing the sports equipment safely before and after use.
- Monitoring the players in all the times in the playground.
- Individual attendance is maintained during sports practice.