



## Regulations Governing the Use of CSE Swimming Pool

The Centre for Sports and Exercise (CSE) is obliged to comply with Public Health and Municipal Services Ordinance Cap. S132 (safety in swimming pool) of the HKSAR to operate the swimming pool. Pursuant to the Ordinance, inter alia, spitting at the swimming pool area and use of pool by any persons suffering from skin or communicable disease are strictly prohibited, and offenders of such will be subject to penalty. To complement the empowerment of the Ordinance, the CSE has developed the following regulations which aim to assure the safety and enjoyment of all swimming pool users when they use the facility. Users of the CSE swimming pool (referred to as “Users” thereafter) are required to be co-operative and to observe the regulations at all times.

### OPENING HOUR

1. For the details of the opening hour of Henry Fok Swimming Pool at Stanley Ho Sports Centre, please visit this link: <https://www.cse.hku.hk/facilities.asp?pageid=106>
2. Users are advised to leave the pool water 15 minutes before the official closure time. Life-guards will give signal to users by blowing a whistle and make announcement through public address system when there is 15 minutes left before closure.
3. Swimming Pool would be closed 2 hours prior to an anticipated issuance of typhoon No.8 signal announced by the Hong Kong Observatory.
4. Swimming pool will normally reopen 6 hours after the typhoon No. 8 or above / black rainstorm signal is cancelled. However, users are still advised to check the CSE’s website or contact us 2819 5450 (Stanley Ho Sports Centre) for the updated reopening hours as the Centre may require more preparation time to resume the facilities’ normal operations in some cases where facility repair or massive cleaning is required.
5. A schedule of pool bookings shall be posted on the notice board at the entrance to the pool complex and the CSE website: <https://www.cse.hku.hk/facilities.asp?pageid=153> as well. The schedule shall be updated from time to time. All users are requested to adhere to the schedule.



## USERS, IDENTIFICATION and RIGHT of ENTRY

1. Entry to CSE premises is restricted to:
  - a. Users in possession of a valid Student/Staff Card, CSE Sports Membership Card or QR code issued by CSE.
  - b. Visiting teams and their bonafide supporters (approval from Facility Management Team is required by sending request via the Facility Management Online Request Form at <https://fm.cse.hku.hk> with at least 3 working days in advance)
  - c. Others having official business for which their entry is essential or who have been given special permission by the Facilities Management Team (FMT).
2. The CSE Sports Membership Card, Student/Staff Card and QR code issued by CSE may be inspected when entering into the Sports Centre or at any other time requested by CSE staff. The card must be surrendered when signing for equipment. Cards are not transferable. Individuals found using other members' access cards will be asked to surrender the card. The card can only be released after making an appointment with the Facility Manager of the Stanley Ho Sports Centre or the Facility Operation Officer of the Flora Ho Sports Centre and settlement of the misused card fine of \$50. A penalty of \$100 will be charged for any repeat offence.
3. Children aged below 12 must be accompanied by an adult user for admittance to any of the CSE's Sports Facilities and should provide appropriate and valid proof of entry (Facility Access Card or QR-code). All young children are required to be adequately supervised by an adult at all times to ensure safe and appropriate behaviours are maintained. Children aged 12 or above on the other hand are allowed to get access to the Sports Centre without being accompanied by an adult, providing they produce appropriate and valid proof of entry (Facility Access Card or QR-code). Older children should also be adequately supervised by an adult to ensure safe and appropriate behaviours are maintained. It is the responsibility of the parents/caretakers that their children (or any guests they admit to the facilities) comply with appropriate safety and behaviours codes whilst at these facilities as judged/determined by CSE staff. Any unsafe or inappropriate behaviour by children, guests or adults within the facilities (as judged/determined by CSE staff) may result in such persons being required to immediately leave the premises at the request of a CSE staff, and may result in a temporary or permanent restriction of future access to HKU Sports Facilities (as determined by senior CSE staff).

## GUEST POLICY

All full time registered students holding valid student cards and adult sport card holders (valid staff card or dependent valid Facility Access Card(s) and Community / Tenant Members aged 18 or above and Senior Citizen Members) are eligible to invite guests to use the University's sports facilities. Internal groups may also invite guest to their bookings, subject to Facility Management Team's approval and charges.

For details of the Guest Policy, please visit the link:

<https://www.cse.hku.hk/membership.asp?pageid=115>



## **CHANGING ROOMS, LOCKERS, ATTIRE AND DAMAGE**

1. Coin-refund lockers are available inside/outside each changing room. Users should prepare a \$5 coin for the use of locker. Users are liable to pay a compensation fee of \$200 for damaged or lost locker key.
2. The CSE and/or the University will not be responsible for loss or damage to personal property. Individuals need to take care of their own property. PLEASE DO NOT LEAVE VALUABLES IN THE CHANGING ROOM.
3. Any damage noticed should be reported as soon as possible to the facility attendant or reception counter. Users will be held responsible for willful damage to any University property (including lockers, windows, flooring, furniture, etc.).
4. Any belongings kept overnight in the lockers without the CSE's prior authorization will be removed, and they will be discarded if they are not claimed by owner one month after the removal from the locker.
5. Users (including children are over 6 years of age or at a height exceeding 1 meter) shall change in appropriate changing rooms.
6. Users who bring in babies have to make sure that water diaper is worn at all times during their visit to the swimming pool. Purchase of water diaper is available at the reception counter of Stanley Ho Sports Centre.
7. Users shall wear swimming attire in such a manner that is not likely to be offensive to others.
8. Users are allowed to wear clean and no bleed colored-Tee (preferably in white color) for UV protection purpose.
9. Users wearing only swimming attire is NOT allowed using any part of the Sports Centre premises other than the pool complex.
10. Before entering to the pool deck, all users must use the footbaths which are provided for cleaning purpose. All footwear except rubber sandals (flip-flops) are not permitted on the pool deck. Rubber sandals (flip-flops) must be cleaned in the footbath before entering onto the pool deck.
11. Before entering the pool, all users must use the showers at the pool side for cleaning purpose before swim.

## **SPECIAL RULES**

1. Users with long hair shall wear swimming caps in order to avoid blockage of the pool filters ("Long Hair" is hereupon interpreted as hair at shoulder-length or longer).
2. Spectacles are not permitted in the pool unless the lenses are made of unbreakable plastic.
3. Surf boards, air mattresses or other such impediments are not permitted to be used in the pool. Training equipment such as kick boards and pull buoys are available to users. Masks and flippers can only be used in lap swimming lanes so long as they do not cause disturbance to other users. This rule is not applicable to the Fun Session organized by CSE.
4. Swimming aids used must be securely tied or strapped on.
5. Users are allowed to use sunscreen cream or lotion, but no oil based cream or lotion is permitted.
6. Divers have to exercise caution for not causing any danger or disturbance to others when using the pool.



7. Private teaching / coaching is not allowed without prior approval from the Assistant Director (Facility Management).
8. The following activities shall NOT be permitted within the precincts of the swimming pool:
  - a. any physical activities that are likely to endanger any person within the premises;
  - b. playing cards, dice or games of any kinds;
  - c. gambling;
  - d. eating;
  - e. drinking (Users who bring water or sports drinks have to do so by using plastic bottle. No glass bottle or container is allowed with the pool complex.);
  - f. Smoking;
9. Spitting, water squirting, blowing noses and urinating in the pool area are strictly forbidden.
10. Users who show symptoms of infectious diseases like fever, respiratory tract symptoms (e.g. cough, running nose, and sore throat), conjunctivitis, skin rashes, skin damage etc. should not use the swimming pool.
11. Users who feel unwell while using our facilities, should stop the activity immediately and approach our staff for assistance.
12. Running and climbing over the fence around the pool complex are forbidden.
13. Users are not allowed to use radio set, portable TV receiver, video camera, mobile phone or any similar equipment/instrument/device to play music or video at the pool unless small personal music device with earphones are used and they do not cause any disturbance to others.
14. Photo-taking and all types of audio and video equipment are not allowed without prior approval from Facility Manager.
15. "FULL HOUSE" capacity at the Henry Fok Swimming Pool is reached when there are respectively 100 and 200 users at the pool at the same time. When "FULL HOUSE" capacity is reached, newcomers can only get into the pool when there are swimmers leaving the pool.
16. No adult user shall be allowed to bring in more than 4 children (age below 12) who are under his/her supervision. If an adult user leaves the pool premises, all his/her children must also leave at the same time. Adult supervising children should beware of and responsible for their behaviors.

#### **LOST PROPERTY**

Any found articles should be taken to the counter of the pool. To redeem lost property, the owner has to contact the swimming pool staff during its opening hours, and will be required to sign when claiming back the item(s). Lost articles will be kept at the swimming pool for one month only and will be disposed of afterward.



## EMERGENCY AND UNIVERSITY'S LIABILITY FOR ACCIDENTS

1. First Aid Kits and Automatic External Defibrillator (AED) are placed at various sports facilities. For their exact locations, please visit this link: <http://www.safety.hku.hk/homepage/AEDMap.html> . All of our operational staff possess with valid first aid qualification that can provide basic assistance to users who are in need.
2. The swimming pool are equipped with fire service installations including fire warning systems (i.e. fire alarms and flashing lights), fire detection systems (smoke and heat detectors) and fire extinguishing equipment (hose reel systems and fire extinguishers). Users are required to carefully take note of the assembly point in their first visit. Upon hearing a continuous alarm, please evacuate from the sports venue immediately and go directly to the assembly point. For the detailed location of the fire assembly point, please visit this link: <http://www.safety.hku.hk/homepage/pdf/FAsspt.pdf>.
3. Users of sports facilities participate in activities at their own risk and the University will accept no responsibility or liability arising out of use of the sports facilities provided. All persons attending any sports facilities in any capacity (e.g. as a user, guest, spectator, supervisor/parent/helper, official, etc.) must maintain awareness of their surroundings as the nature of many sports facilities may involve balls, objects, equipment, etc. being kicked, hit, blown or moved suddenly from multiple directions that may pose a potential or real hazard. All persons who enter the sports facilities therefore do so at their own risk and with full acceptance of these risks, and that the University will not accept any responsibility or liability for any incident that arises within the location.

## CAR PARKING

[https://www.cse.hku.hk/document/policy\\_car\\_parking.pdf](https://www.cse.hku.hk/document/policy_car_parking.pdf)

## PUBLIC ADDRESS SYSTEM

1. The P.A. System is available only for use in large events or athletics meets. To use the system, prior approval must be sought from the Facility Manager.
2. Only the P.A. System provided by the CSE can be used in the sports facilities.
3. The P.A. System shall ONLY be used for formal announcements which form part of a ceremony or event. No music shall be played through the P.A. System. Formal announcements normally refer to opening/closing speech or those in relation to logistical arrangement or rundown of an event. Commentary, cheering for an event and the like are not regarded as formal announcements and they should not be made through the P.A. System. CSE staff reserves the right to stop the P.A. System service should this is not complied with. In the event of a dispute over the interpretation of formal announcements, the final decision lies with the CSE.
4. The volume of the P.A. system will only be controlled by the CSE staff. Outfield speakers will be switched off unless they are needed for athletics field events or relays.
5. Hirers are responsible for controlling the noise level below 70 decibels during their whole event or else the CSE staff will stop the event immediately. Hirers are strongly advised to draw the attention



of all of their audiences, participants, Master of Ceremonies and any other parties concerned to this.

6. Only under exceptional circumstances, (e.g. grandstand full of spectators and windy conditions) and with the approval of the Facility Manager or his/her representative can the volume of the outfield speakers be turned up.
7. For outdoor facilities, neither the PA system nor megaphones can be used prior to 08:30 or after 21:00 on weekdays or Saturdays. On Sundays and Public Holidays, they may not be used before 10:00 or after 20:00 without special permission of the Facility Manager. (Please further see the Noise Control Policy of the CSE).

For the details of our noise control policy, please visit this link:

[https://www.cse.hku.hk/document/policy\\_Noise\\_Control.pdf](https://www.cse.hku.hk/document/policy_Noise_Control.pdf)

#### **USE OF UNMANNED AIRCRAFT SYSTEM (DRONE)**

Drone, with or without camera, is not allowed to be used at in the pool unless with prior approval from the Security and Parking Unit of Estates Office. You can send the application form to CSE for processing. For details about the use of Drone, please refer to the HKU document below:

[https://www.estates.hku.hk/download\\_file/3983/](https://www.estates.hku.hk/download_file/3983/)

#### **GENERAL CONDUCT for EVENT ORGANIZATION**

1. Organizers who hold event in the sports facilities are responsible for crowd control as necessary during the timeslots they have booked for.
2. No photo-taking, video or audio recording is allowed without prior approval from the Facility Manager.
3. Marching band, brass band, musical instrument, cheering sticks, live music, bells, whistles, sirens, clappers and other instruments are prohibited in the Sports Centre if there is no prior permission of the Facility Manager.
4. Use of which produce high level of noise are prohibited in the Sports Centre.
5. Event organizers are responsible for controlling the noise level below 70 decibels during their whole event or else the CSE staff will stop the event immediately. Organizers are strongly advised to draw the attention of all of their audiences, participants, Master of Ceremony and any other parties concerned to this.
6. Willful destruction of University's, public and/or private property will not be tolerated. Any persons who commit vandalism shall be held responsible for all legal liabilities and damages.
7. Any behaviors that affect the safety of Sports Centre users will not be tolerated. CSE staffs are authorized to ask any hirers/users to leave the Sports Centre if they are found causing dangers to others.
8. Event organizers are responsible to make sure that their participants using the sports facilities are properly dressed and wear suitable footwear. The Facility Manager or his/her representative reserves the right of final decision on such matters.



9. Except guide dogs for the blind, no dogs or other pets are allowed in the Sports Centre without the prior permission of the Facility Manager.
10. Event organizers are responsible for clearing all litter from the facilities/ areas they have ever used before leaving.

#### **AUTHORITY**

1. The Facility Manager or his/her delegate has the discretion to close sports facilities without prior notice in the event of adverse weather or special conditions.
2. Users shall at all times behave in a safe and decorous manner within the sports facilities (with a parent or approved adult being responsible for any children or any guests admitted with them), and shall cooperate with the staff of the CSE to ensure that these Regulations and any subsidiary rules laid down by the CSE Senior Management are adhered to. The Director and his/her delegated appointee(s) shall have the authority (i) to request any user to leave the sports facilities, or to cancel their sports membership; or (ii) to suspend temporarily user privileges, for infringement of these Regulations or subsidiary rules and the Director has the authority to debar any users or persons from using the facilities and/or other user privileges either temporarily or indefinitely.

**CSE reserves the right to update or modify the above terms and conditions at any time without prior notice.**

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