



Club Sports

CLUB SPORTS SAFETY OFFICER/TRIP LEADER AGREEMENT

Responsibilities of the Safety Officer include:

- To ensure the health and safety of Club members.
- Ensure that at least one CPR & First Aid certified member is present at all Club activities.
- Meet with and be approved by the Campus Recreation SCA, and attend a Safety Officer training.
- Maintain current CPR and First Aid certification from the American Red Cross or other nationally recognized organization.
- Comply with policies, procedures and emergency action plans.
- Enforce any rules and regulations imposed by the conference and be a safety advocate for the sport.
- Ensure that a First Aid kit is available at all practices and competitions. In addition, keep kit stocked with fresh and necessary supplies.
- Report injuries or incidents and submit proper paperwork for such occurrences .
- Inspects equipment for safety on a weekly basis, while in season .
- Report safety hazards to the Club Sports Program.
- Responsible for gathering teammates waivers, participant forms, insurance cards, drivers licenses and any other information that the Club Sports Program requires.
- Ensure that no individuals participate in practice unless they are approved members of the Club Sport and they have the proper documentation on file. This includes coaches and volunteer assistants.
- Responsible for *training one team member* in ALL duties if unable to attend a game or practice.
- Serve as the Trip Leader for all trips.
- Must designate an alternate Trip Leader for trips they are unable to attend.

As the Trip Leader I agree to:

- Follow the Trip Approval Process
- Communicate with the Trip Administrator prior to each trip and attend a Trip Leader Meeting
- Follow the Emergency Procedures as documented
- Contact the Trip Administrator immediately after the trip
- Return Trip Kit and any required documents within 48hrs of return from trip

I have read, understood and agree to abide by the Fresno State Club Sports Travel Policies. As a Trip Leader for my Club Sport, I understand that I am responsible for implementing the safety procedures as outlined in the Fresno State Club Sport Travel Policies. I agree to abide by the Trip Leader duties as outlined in the Club Sports Manual.

I AM SIGNING THIS AGREEMENT OF MY OWN FREEWILL AND CAN READ & UNDERSTAND THE PRINTED MATERIALS WITH EASE.

Name (Print): _____

Signature: _____

Club Sport Team: _____

Date: _____