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SPORTS POLICY AND WORKING DOCUMENTS OF THE UG SPORTS & WELLNESS DIRECTORATE

**SPORTS POLICY | GUIDELINES FOR ORGANISING AND MANAGING SPORTING ACTIVITIES | UG
POLICY ON THE ADMISSION OF ATHLETE STUDENTS (UG-PAAS) | UG SPORT FUND (UG-SF)**

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Sports Policy

Acronyms

ASC	-	Amalgamated Sports Club
FASU	-	Federation of African University Sports
FISU	-	Fédération Internationale du Sport Universitaire (World Universities Games)
GUSA	-	Ghana University Sports Association
IGF	-	Internally Generated Funds
IYF	-	International Youth Fellowship
PE	-	Physical Education
PESS	-	Physical Education and Sports Studies
PDMSD	-	Physical Development and Municipal Services Directorate
PWD	-	Persons with Disability
S4D	-	Sport for Development
SWD	-	Sports & Wellness Directorate
SDP	-	Sport for Development and Peace
SSPP	-	Scholastic Sports Practicum Programme
TP	-	Technical Personnel
UGCS	-	University of Ghana Computing Systems
UGBS	-	University of Ghana Business School
UG-PAAS	-	University of Ghana Policy on the Admission of Athlete Students
UG-SF	-	University of Ghana Sport Fund
UGSP	-	University of Ghana Sports Policy
UGSSC	-	University of Ghana Students Sports Council

Acronyms

UPAC	-	Universities, Polytechnics and Colleges
WADA	-	World Anti-Doping Agency
WAUG	-	West Africa University Games
WAUSF	-	West African University Sports Federation

1.0 Introduction

1.1 Overview of the Sports Directorate

The University of Ghana (UG) places importance on the holistic training of students. It has, therefore, endeavoured to intentionally integrate sports into the academic curriculum since its inception in 1948. The Amalgamated Sports Club (ASC), established in 1962, was mandated to organise, manage, and develop sports at the University of Ghana. As part of its mandate, a Bilateral Games between UG and the University of Ibadan (UI) was established, which played an important role in the formation of university sports associations in Ghana, West Africa and Africa, namely Ghana University Sports Association (GUSA), West Africa University Games (WAUG) now West Africa Universities Sports Federation (WAUSF) and Federation of Africa Universities Sports (FASU).

As part of the reorganisation of the administration of the University into directorates, the Sports Directorate (SD) was established in 2005. The new mandate for the SD expanded to cover areas such as:

- Sports for Excellence
- Sports for Wellness and Fitness
- Sports for Persons with Disabilities/Special Needs (PWDs)
- Sports as an Academic/Professional Endeavour
- Sport for Development and Peace (SDP)
- Provision of Extension Services to Communities
- Debate

Thus, the responsibility went beyond just involving students but all staff and members of the UG community and the public in some instances. The Sports Directorate therefore became the central administrative outfit in charge of all internal and external activities related to sports and debate.

1.2 Purpose

The purpose of the Policy is to institutionalise sporting and physical activities at the University and to indicate the direction, vision and aspirations of UG sports. It seeks to achieve these by consolidating existing, but isolated frameworks and guidelines for organising, managing, and developing sports at UG. It shall provide a broad framework for sports management and administration to attain the integration of sports into the academic curriculum of the University. The University of Ghana Sports Policy (UGSP) is, thus, the vehicle through which UG sports shall ensure and guarantee effective, efficient, and innovative operationalisation and instrumentalisation of sports.

1.3 Aim of the Policy

The overarching aim of the UGSP is to make UG the institution of excellence for competitive and recreational sports as well as a leader in promoting sports excellence, academic competence and holistic wellness. The UGSP, therefore, aims to provide prudence, legitimacy and good guidance to the provision of sports, physical activity, wellness, leisure, fitness and recreation at UG. The UGSP will also provide guidelines for the management, use and establishment of sporting and recreational facilities on campus.

1.4 Objectives of the Policy

- i. To promote holistic wellness, fitness, quality life, and active living among members of the University community.
- ii. To provide a strategy for recruitment of student-athletes through talent identification, and to nurture them to become academically sound athletes capable of supporting our national sports enterprise.
- iii. To promote, facilitate and enhance excellence in sports and debate among students.
- iv. To promote and facilitate inclusion in sports and debate participation.
- v. To facilitate collaboration with stakeholders of the University for the delivery and provision of sports, physical activity, debate, and enhancing community outreach through sports.

2.0 Definitions

2.1 Amalgamated Sports – A collection of clubs and associations formed to manage the organisation of sporting activities.

2.2 Bilateral and Multi-Lateral Games – Games organised between 2 universities, or 3 or more universities respectively.

2.3 Debate – A formally organised intellectual discourse on a particular subject matter, among students, often including divergent opinions and perspectives.

2.4 Doping – The consumption and administering of prohibited substances, on the list of the World Anti-Doping Agency, that enhance sporting performance to gain undue advantage.

2.5 Ethics – Rules and moral principles governing behaviour and conduct in sports.

2.6 Fair play – Adherence to the rules and spirit of the game and refraining from unsportsmanlike conduct.

2.7 Honorary Coaches – Volunteers (staff of UG) who are assigned responsibilities to support specific disciplines of their interest.

2.8 In-Season – Actual competition period.

2.9 Internal Competition – Any competition organised by the SWD for members of the University community. i.e., Inter-Hall Games, Staff Games, etc.

2.10 Internally Generated Funds – Funds generated by SD through means other than the sports levy.

2.11 International Competition – Any competition organised by an international governing body and/or by an institution outside Ghana. e.g., FASU, FISU, WAUSF, Bilateral Games and Invitational Tournaments.

2.12 Justify Your Inclusion – Assessing and evaluating athletes' performance for confirmation and recommendation for admission through UG-PAAS.

2.13 Mature Entry – University of Ghana Diploma and Undergraduate Entry examination for persons 25 years and above.

2.14 Outreach – Engaging potential athletes or debaters towards admission to the University of Ghana through UG-PAAS.

2.15 Para-Medical – Relates to the services which supplement and support medical work but do not require a fully qualified medical doctor.

- 2.16 Physical Activity** – Any movement involving the use of major muscles of the body.
- 2.17 Post-Season** – The interval after regular competitions and before the pre-season.
- 2.18 Pre-Season** – Preparatory phase before regular competitions.
- 2.19 Recreation** – The process of engaging in activities that rejuvenate and refresh energy and emotion.
- 2.20 Scholastic Sports** – This refers to sports in the academia towards excellence and competition.
- 2.21 Scouting** – Process of searching, identifying and discovering talented athletes.
- 2.22 Sponsorship** – Gifts in cash or kind provided by a company, individual or groups in support of a programme for promotional benefit.
- 2.23 Sportsmanship** – Fair and ethical principles of behaviour in the treatment of others including teammates, opponents and officials within a sporting context.
- 2.24 Students' Sports Levy** – Fees paid by students towards the organisation and running of the SWDs activities.
- 2.25 Sports** – Any physical activity governed by rules or regulations involving an individual or group of individuals.
- 2.26 Sports Advisory Board** – It is the apex decision making advisory body for the SWD.
- 2.27 Sports Management Committee** – The body responsible for supervising the activities of the SWD.
- 2.28 Sport for Development and Peace** – The intentional use of sports and physical activity as a conduit for achieving specific positive change and peace in communities.
- 2.29 Sports for Excellence** – High level performance in sports.
- 2.30 Sports for Wellness and Fitness** – Physical activity to promote good health and wellbeing.
- 2.31 Sports Governing Bodies** – Entities that oversee, manage, run, regulate and organise sporting events in specific disciplines.
- 2.32 Talent Identification** – Discovery of gifted and skilled athletes.
- 2.33 Technical Staff** – Specialised skilled personnel responsible for training in sports and physical activities.

2.34 Members of the University - refers to the category of persons described in Section 3 of the University of Ghana Act, 2010 (Act 806)

2.35 Zero Tolerance – Refusal to accept in absolute terms certain actions and behaviour.

3.0 Scope and Application

The Policy is applicable to all members of the university community. It shall also be applicable in specific circumstances, to all persons and organisations outside the University community who use the UG sports and recreational facilities, and/or partners UG for research, projects, programmes and competitions.

4.0 Implementation, Monitoring and Evaluation

While the SWD shall administer the UGSP, the two administrative and management structures of the Sports Directorate namely:

- i. UG Sports & Wellness Management Committee (UGSWMC)
- ii. UG Sports & Wellness Advisory Board (UGSWAB)

Shall lead in the monitoring and evaluation of the UGSP.

Please see Appendix A for the mandate, functions, and operations of the 2 management and administrative structures.

5.0 Commencement

The University of Ghana Sports Policy shall become effective upon approval by the University Council.

6.0 Policy Framework

6.1 Academic Support

The Academic Affairs Directorate shall:

- i. Ensure that tailored procedures and practices for teaching, assessment and examination are put in place as a guarantee that student athletes are not disadvantaged, but given the same opportunities as their contemporaries, to enable them to demonstrate the achievement of learning outcomes.

- ii. Work closely with the Director of Sports to ensure that UG applies special concessions through UG-PAAS to facilitate the admission and progress of student athletes.
- iii. At the beginning of each semester, liaise with SWD to furnish the Academic Affairs Directorate with their specific programmes and requirements to ensure that any necessary arrangements/support are provided.

6.2 Scouting, Talent Identification, Nurturing and Development

UG shall, through the UG-PAAS, proactively search for talented athletes. SWD shall engage Regional Coordinators who shall assist in scouting and outreach programmes of the Directorate.

Talented athletes identified shall have their names submitted to the Office of the Pro Vice-Chancellor (Academic and Student Affairs) to be considered for admission on concessionary basis.

6.3 Capacity Building

The Sports & Wellness Directorate shall:

- i. Collaborate with local/continental/world sports governing bodies to upgrade technical knowledge and competencies through courses, seminars, and competitions.
- ii. Collaborate with internal and external stakeholders (UGCS, UG Press, PESS, PDMSD, UGBS, IYF, etc.) to upgrade in professional certificate courses in Event, Facility and Project Management; Budgeting; Office Suites and Proposal Writing; Procurement Processes; Wellness and Fitness among others.

6.4 Students' Representation

The University of Ghana Students Sports Council (UGSSC), being the link between the student athletes and the Sports Directorate, shall be:

- i. Represented on all statutory sports bodies of the university (Sports Management Committee, Sports Advisory Board, SRC Sports Committee, etc.).
- ii. Actively involve in the implementation of plans, strategies and activities of the Sports & Wellness Directorate.
- iii. Represented at meetings organised by the Sports & Wellness Directorate to discuss issues related to student-athletes' welfare and performance.

6.6 Equipment

- i. The Sports & Wellness Directorate shall be responsible for the provision and periodic maintenance of equipment to meet the sporting and recreational needs of the University community.
- ii. The equipment shall be maintained within periods accepted by industry practice.
- iii. SWD shall rent its equipment at commercial rates to gain Internally Generated Funds (IGF) to support its activities.

6.7 Ethical Issues

The Sports Directorate shall:

- i. Adhere to all ethics that underlie the integrity and value systems according to sports governing bodies and in line with the Statutes and Policies of UG.
- ii. Ensure zero tolerance for any form of cheating, harassment, sexual harassment, abuse and discrimination.
- iii. Ensure inclusion and equity in all its endeavours.
- iv. Adhere to the laid down operational and disciplinary procedures of the University.
- v. Uphold the principle of fair play and sportsmanship and ensure sporting competitions are devoid of any form of undue advantage including doping.

6.8 Hosting, Participation and Organisation of Competitions and Tournaments

The University of Ghana Sports Directorate shall:

- i. Be supported by the University to organise sporting activities on campus and host national and international competitions and tournaments.
- ii. Prepare and present teams to represent the University in various competitions locally and internationally.
- iii. Engage both internal and external stakeholders in the organisation of sporting activities.

6.9 Motivation, Support and Welfare

The Sports Directorate shall:

- i. Provide moral, physical and material motivation for student-athletes and staff through the University of Ghana Sport Fund (UG-SF) and other

structured reward systems.

ii. Ensure the safeguarding of sporting and recreational facilities.

iii. Provide academic, emotional, psychological, and medical support for the wellbeing and holistic development of student-athletes.

6.10 Funding

The University shall ensure there is adequate funding for sporting activities and sports infrastructure development and maintenance. The Sports Directorate shall mobilise funds from the following sources:

i. Students Sports Levy

ii. Internally Generated Funds

iii. Donations and Grants

iv. Sponsorship and Event Collaborations

Funds of the Sports Directorate shall be managed, disbursed and accounted for in accordance with the financial regulations of the University.

6.11 Annual Budgetary Provisions

To provide, maintain and sustain adequate and up-to-date sports facilities for all students, faculty, and staff to participate in physical activity and recreation, the University shall:

i. Make annual budgetary provisions for the construction of new sporting infrastructure and undertake the major maintenance of existing ones.

ii. Provide students, faculty, and staff with the opportunity to participate in physical activity and recreation.

iii. Mandate the Sports & Wellness Directorate to raise funds for their activities.

iv. Ask students to pay sports levy as part of their academic facility user fees.

v. The sports levy paid by students shall be made available in full to the Sports & Wellness Directorate to cater for recurrent expenditure and maintenance of the facilities.

6.12 Marketing, Communications and Collaborations

The Sports & Wellness Directorate shall, in line with the Marketing Communications Policy of UG, collaborate with internal and external stakeholders to design and implement its marketing, promotion and branding activities and strategies.

6.13 Insurance

The Sports & Wellness Directorate shall:

- i. Insure all internal competitions.
- ii. Insure athletes and staff for external competitions.

6.14 Sports Infrastructure Development and Management

In line with the Manual on Usage and Maintenance of Sports Facilities:

A comprehensive facility development plan shall be designed for immediate and future needs for competitive sports and recreation.

- i. Sports and sporting facilities shall be developed at UG Satellite Campuses across the country.
- ii. Safeguard sporting facilities and ensure accessibility for persons with all abilities.
- iii. SWD shall design maintenance, sustainability and legacy concepts for its facilities.
- iv. SWD shall rent its facilities at commercial rates to gain Internally Generated Funds to support its activities.
- v. UG sports infrastructure development shall be included in the main University budget.
- vi. Users of SWD facilities shall be surcharged with any intentional or wilful damage to facilities at their disposal.
- vii. Continued breach of the rules pertaining to the use of facilities, for a third time, shall lead to a person or group/ being barred from using the facilities.
- viii. Sanctions shall be applied for the misuse of sporting facilities, in line with the provisions of the Statutes of the University of Ghana.

6.15 Medical, Para-Medical and Ancillary Services

The Sports & Wellness Directorate in collaboration with its partners, both within and outside the University, shall provide student athletes, staff and officials preventive, curative and rehabilitation services. The partners include the following:

- i. The Department of Nutrition and Food Science, UG
- ii. The Department of Psychology, UG

- iii. The University Health Service, UG
- iv. The Department of Physiotherapy, UG
- v. Careers and Counselling Centre, UG
- vi. Ministry of Youth and Sports
- vii. National Sports Authority
- viii. Ministry of Education
- ix. Ghana Education Service

6.16 Creation of Spaces for Informal Physical Activities

Creating spaces for informal physical activities is important for promoting active and healthy lifestyles that contribute to quality physical and mental health. These spaces will play a vital role in encouraging physical activity among students, faculty, and staff of the University enhancing their overall well-being.

The University shall:

- i. Provide sports equipment, play areas, fitness equipment, creative expression areas, learning opportunities, and relaxation spaces for socialising.
- ii. Prioritise safety and accessibility.
- iii. Offer a variety of activities that are appealing to diverse interests.
- iv. Create a welcoming and inclusive environment.
- v. Promote the spaces to the community through various channels.

7.0 Review and Amendment

This Policy shall be reviewed every three (3) years.

8.0 Other Documents

This Policy shall be read together with the following documents for the time being in force or their amendments thereof:

- 8.1 Manual on Maintenance of Sporting Facilities
- 8.2 University of Ghana Policy on the Admission of Athlete Students

8.3 University of Ghana Sport Fund

8.4 Guidelines for Organising Sporting Activities

8.5 Statutes of the University of Ghana

8.6 Anti-Sexual Harassment Policy and

8.7 Any other Policy document approved by Council of the University of Ghana

Appendix A

1. The UG Sports Management Committee

The UG Sports Management Committee chaired by the Director of Sports plays an important role in overseeing and managing the day-to-day activities of the Sports Directorate. Membership of the Committee has a four-year renewable term and with the following mandate:

- i. Planning and implementing sporting activities in the University.
- ii. Allocating resources, hiring, and evaluating coaching staff, and representing the university at intercollegiate sporting events.
- iii. Providing strategic advice to the Director to deliver his / her mandate effectively and sustainably.
- iv. Developing a strategic plan for sporting and wellness programmes.
- v. Overseeing the academic progress of student-athletes.
- vi. Providing support services for student-athletes.
- vii. Promoting diversity and inclusion in sporting and wellness programmes.
- viii. Managing risk and liability issues.

2. The UG Sports Advisory Board

The Sports Advisory Board is chaired by the Registrar. The Board comprises membership from both within and outside the University. The Board has a renewable tenure of 2 years with the following terms of reference and mandate:

- i. To formulate policies towards the realisation of the University's strategic plans regarding sports and wellness.
- ii. To advise on the integration of sports as an academic discipline within the course credit system.
- iii. To provide strategic advice to the Sports Management Committee to deliver its mandate effectively and sustainably.
- iv. To advise on the development and optimal use of prevailing sports infrastructure with a view to maintaining them at international standards.

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Assented to in2024 under the hand of:

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Guidelines for Organising and Managing Sporting Activities

Introduction

The Sports & Wellness Directorate is the body responsible for organising and managing sports, recreational, and debate activities at the University of Ghana. It also manages all sporting facilities belonging to the University. It represents the University on all sports and debate-related matters internally and externally.

Established in 2005 to replace the Amalgamated Sports Club System of managing sports in the University, the upgrading of the sports section was consistent with the University's corporate strategic plan which sought to transform and professionalise human resource practices and review governance for effective and efficient management.

The mission of the Sports & Wellness Directorate is “to enhance the fitness, health, well-being and holistic development of students, staff and the University Community, through participation in worthwhile sporting and recreational activities, and endeavour to become the leader for change in the academic discipline and profession of Sports, in partnership with relevant stakeholders”.

Activities Organised by the Sports & Wellness Directorate

a. Internal Activities

These are activities organised by the Sports & Wellness Directorate on campus for students and staff of the University. They are:

i. Inter-Hall Games

The Inter-Hall Games are held every semester for students. Apart from the Halls of Residence on campus, Accra City Campus and Distance Education Students are allowed to form teams to participate in the games. The Games are divided into two namely:

- Inter-Hall GUSA Disciplines – held in the first semester
- Ball Games – Basketball, Beach Volleyball, Football, Goalball, Handball, Hockey, Netball & Volleyball
- Racket Games – Badminton, Table Tennis & Tennis
- Athletics
- Cross-Country

ii. Inter-Hall Debate Championship

The Inter-Hall Debate Championship is held every year for students. There are different Inter-Hall Debate Championships namely:

- Freshers Inter-Hall Debate
- Vice-Chancellor's Debate
- Independence Debate

iii. Staff Games

The Staff Games are organised every year for the staff of the University.

iv. Invitational Tournaments

Invitational tournaments on the other hand are organised occasionally for both students and staff to foster friendship, prepare a team for a tournament, or for awareness creation.

b. External Activities

External activities refer to competitions organised by external bodies in which the University may participate. The University may host any of these events, however, it is not the owner of the games or event. These events are owned by Associations namely the Ghana University Sports Association (GUSA), the Ghana Universities Debate Association (GUDA), the West African University Sports Federation (WAUSF), the Federation of Africa University Sports Association (FASU), and the Federation of World University Games (FISU).

The events are:

i. Ghana Universities Sports Association (GUSA) Games

GUSA Games are organised annually and hosted on a rotational basis by public universities in Ghana. They are organised during the inter-semester breaks and are in three categories:

- Main GUSA Games – organised every even year for all public universities in Ghana. It involves all disciplines
- Mini GUSA Games – organised every odd year. They are organised mainly to select athletes for the World Universities games in limited disciplines. Usually, Athletics and Football are at an advantage.
- GUSA Cross-Country Competition – organised every year.

ii. Ghana Universities Debate Championship

This is organised every year for all Public Universities in Ghana.

iii. Bilateral Games

Bilateral Games is organised between the two premier universities of Ghana and Nigeria – the University of Ghana and the University of Ibadan. The Games are run on 8 modules and the two universities each host a module every semester. The Bilateral Games gave birth to both the then West African University Games (WAUG), now West African

University Sports Federation (WAUSF), and FASU Games.

iv. West Africa Sports Federation (WAUSF) Games

WAUSF Games is organised for universities within the West African Sub-region. There are two categories of WAUSF Games namely:

- Main WAUSF Games – organised every four years encompassing all disciplines.
- WAUSF Championships – organised every year with limited events.

v. Pan African Universities Debate Championship (PAUDC)

PAUDC is organised every year for universities in Africa.

vi. Federation of Africa University (FASU) Games

FASU Games are organised every two years for universities in Africa. There are two categories of FASU Games namely:

- Main FASU Games – organised every two years encompassing all disciplines.
- FASU Championships – organised every year for limited events.

vii. World Universities Debate Championship (WUDC)

WUDC is organised every year for universities across the globe.

viii. Federation of World Universities (FISU) Games

FISU Games are the largest global sports event for athletes held every two years across various cities in the world. There are different categories of FISU Games namely:

- FISU World Universities Games – it is organised every two years encompassing all disciplines.
- FISU World Universities Championships – these are single sport competitions organised to complement and complete the FISU calendar.

c. Sports Calendar

The Sports & Wellness Directorate at the beginning of every academic year will publish a Sports Calendar which will contain the sporting programmes and activities for the year. The Calendar together with checklists guides on the steps to be followed to organise sporting activities.

The sports calendar requires approval from the Sports Management Committee,

following which it is shared with the University community and all relevant stakeholders.

1.0 Standard Operating Procedures (SOPs) for Organising Inter-Hall Activities

The Sports & Wellness Directorate (SWD) organises annual Inter-Hall activities and Staff Games for the University. Planning and organisation of such activities begin before the start of the academic year. The procedure for planning and organising Inter-Hall Games is as follows:

- i. A Sports Calendar is developed for the semester by the SWD.
- ii. SWD organises a meeting with the Management of the Halls and other relevant stakeholders to discuss the calendar.
- iii. The calendar is approved by the Sports Management Committee (SMC).
- iv. The calendar is circulated to relevant stakeholders.
- v. The relevant stakeholders are:
 - University Senior Management
 - Office of the Dean of Student Affairs
 - UG Security Services Directorate / Ghana Police Service
 - Management of the Halls of Residence
 - Health Services Directorate
 - Department of Physiotherapy
 - Department of Psychology
 - Department of Nutrition and Food Science
 - Careers and Counseling Centre
 - Student Representative Council
 - Satellite Campuses of the University

vi. The calendar is posted on the staff and student email platforms, UG & SWD websites as well as social media platforms of the SWD.

vii. Follow-ups are made to the stakeholders on issues about the organisation of the games when necessary. i.e.

- UG Security Service Directorate for provision of security.
- Health Services Directorate & Department of Physiotherapy for medical and allied health services.
- Careers and Counseling Centre and Department of Psychology for counseling services.
- Nutrition and Food Science Department on meals and sanitation issues.

viii. Rules and regulations for the Inter-Hall Games are sent to the stakeholders together with the final fixtures. The rules are attached.

- When school re-opens, the Halls are asked by SWD to register the sporting disciplines in which they will participate.
- After registration, SWD organises a meeting where all the Hall Sports Secretaries and Captains meet for balloting, following which the fixtures are drawn and distributed to the stakeholders.

ix. The matches are colour-coded by the UG Security Services Directorate with the help of the Sports & Wellness Directorate based on the anticipated security threats.

x. UG Security Services Directorate shares the fixtures with the Ghana Police Service, Legon District Command.

xi. Necessary security is provided for matches taking into consideration high risk matches.

xii. The Security Services, the Sports Directorate and the Management of Halls take note of high-risk matches and make adequate preparations to avert disturbances.

xiii. The Dean of Student Affairs, in consultation with the Sports & Wellness Directorate, advises and coordinates measures that will see to the smooth running of the event.

xiv. Management of Halls supervises and coordinates activities of the various teams.

- xv. SWD provides cameras and drones at selected competition venues.
- xvi. The Security Services Directorate provides adequate security for the event.
- xvii. Appropriate gates for emergency escape are opened during events.

2.0 Emergency Response Action Plans (ERAPs) for Organising and Managing Sports Events

2.1 Medical Emergency

A medical emergency is an acute injury or illness that poses an immediate risk to a person's life or long-term health. These emergencies may require assistance from qualified people.

Where a medical emergency occurs, the Officiating Officials, Medical Team, and Sports & Wellness Directorate staff initiate the following actions:

- i. The Officiating Officials temporarily STOP the game.
- ii. The Medical Team and/or Trained Sports Directorate staff are called in to provide first aid.
- iii. The Medical Team takes over.

2.2 Crowd Disturbance and Mob Action

UG Security has the primary duty of providing security for all sporting activities on campus. Thus, in the event of crowd violence or any actions that disturb the smooth running of the Games, the Security Personnel around, together with the Officiating Officials and staff of the Sports & Wellness Directorate, will do the following:

- i. The game will be stopped by the Officiating Officials.
- ii. The Security at post assesses the situation and calls for reinforcement if necessary.
- iii. The UG Security calls the Police to move in if necessary to arrest the situation.
- iv. The Security Team takes immediate steps to protect the athletes, officials, spectators, and passersby.
- v. University Senior Management and Officials of the Halls involved are immediately informed of the situation.

2.3 Force Majeure

In the case of unforeseen circumstances such as rain, fires, earthquakes, etc., reference is made to the Rules of the Games attached.

3.0 Responsibilities of Stakeholders Before, During and After Inter-Hall Activities

3.1 Responsibilities of Stakeholders Before Inter-Hall Games

a. Sports & Wellness Directorate

- i. At the beginning of the semester, the SWD organises a meeting with the Management of the Halls to review the previous semester and to discuss the sporting programmes for the current semester.
- ii. After the meeting with the Management of the Halls, SWD meets with the student-athletes to review the previous semester and to discuss the sporting programmes for the current semester.
- iii. The semester's activities and plans are shared with the UG community after the inputs from the Management and students
- iv. Disseminates the Rules of the Inter-Hall Games.
- v. Invites Officiating officials.
- vi. SWD together with the UG Security colour-code matches to enable adequate preparation for such games.
- vii. SWD informs the Halls of the start date and deadline for student athletes' registration for the Games.
- viii. The registration lists of participants should be endorsed by the Management of the Halls and should be submitted officially through the Sports & Wellness Directorate email **sports@ug.edu.gh** or hard copies addressed to the Director of Sports and Wellness on or before the scheduled deadline.
- ix. All events will be publicised through the Sports Directorate and Wellness media platforms (website and social media) and the university webmail.

- x. Pictures and videos of stakeholders will be used for infographics and promotional videos.
- xi. Where applicable, external media partners of the Sports & Wellness Directorate will cover the games.
- xii. SWD will arrange periodic meetings with security for debriefing.
- xiii. Cameras will be provided for all events.

b. Dean of Student Affairs

- i. The Dean of Student Affairs upon receipt of the semester/annual Sports Calendar works with University Senior Management, the Halls, and the Security and Sports Directorate to ensure successful planning and organisation of the activities.

c. Hall Management

- i. Management of Halls or their representatives endeavour to attend the planning meetings organised by the Sports & Wellness Directorate at the beginning of each semester.
- ii. Endeavour to get their JCR Executives to attend all statutory meetings organised by the Directorate.
- iii. The Halls shall raise teams to participate in the various sporting disciplines.
- iv. Through the JCR, provide support and motivation for the athletes representing the Halls.
- v. Encourage maximum participation of students of Halls in the sporting events.
- vi. Ensure registered student-athletes are members of the Hall who have registered for the semester and to respect the registration deadline.
- vii. Student-athletes who are resident in a hall but want to represent another hall should be released officially with the approval of the Hall Management (see attached the Rules for Inter-Hall games)
- viii. Sensitise and educate hall residents about the effects of hooliganism in sports

d. UG Security Services Directorate

- i. Provide a detailed plan of action for the entire competition.
- ii. Provide stakeholders with the emergency protocol plan in riot or chaos.

- iii. Advise the Sports Directorate promptly on security intelligence.
- iv. Be present at all games venues and take charge of security.
- v. Call for reinforcement when necessary
- vi. Ensure there are cameras covering the games where necessary.

e. Health Services Directorate/ Department of Physiotherapy/Department of Nutrition & Food Science, Department of Psychology and Careers and Counseling Centre

- i. The collaborative partners above prepare towards the games and advise the Sports & Wellness Directorate on areas of their expertise

3.2 Responsibilities of Stakeholders During Inter-Hall Games

a. Sports & Wellness Directorate

- i. In charge of the day-to-day management of the events
- ii. Provide the logistics required for the games
- iii. Ensure all match venues are safe and secured
- iv. Pack off logistics after each day's activities
- v. Write a report of each game

b. Dean of Student Affairs

- i. The Office of the Dean of Student Affairs will work together with the Halls, Security, and Sports & Wellness Directorate to ensure the games run smoothly.

c. Hall Management

- i. Management of the Halls shall inform the Sports & Wellness Directorate and UG Security of any information that could mar or disturb the smooth running of the games.
- ii. Cooperate fully with the Sports & Wellness Directorate and UG Security.
- iii. Encourage and sensitise all JCR members to comply with all security schedules detailed for the event.
- iv. A Management member of each hall should be present daily to monitor and support their teams.

- v. A Management member (Master/Senior Tutor or Deputy/Sports Tutor) should sign/endorse general team sheets.
- vi. A Management member (Master/Senior Tutor or Deputy/Sports Tutor) should sign/endorse protest letters.
- vii. Management should encourage and supervise their Teams to report on time to match venues.
- viii. Management should manage and control the spectators from their Hall during competitions.
- ix. Management should identify recalcitrant students and take appropriate action to sanction junior members of the Hall.
- x. Management should encourage JCR executives to be present at competition venues to help control members
- xi. The halls shall work together with the Sports & Wellness Directorate, Office of the Dean of Student Affairs, the Security and SRC to ensure the games run smoothly

d. UG Security Services Directorate

- i. Allocate personnel to provide security at the various game venues.
- ii. Advise the Sports & Wellness Directorate promptly on security intelligence.
- iii. Together with the other stakeholders make prompt decisions on the cancellation of games or otherwise in case of a security threat.
- iv. Security must review the day's situation and re-strategise for the next day
- v. Ensure cameras are covering the event.
- vi. Security must lock fenced facilities after teams and spectators have left.
- vii. The Police should always be on standby.

e. Health Services Directorate / Department of Physiotherapy / Department of Nutrition & Food Science, Department of Psychology and Careers and Counseling Centre

- i. To provide expert support during the games.

3.3 Responsibilities of Stakeholders after Events / Matches

a. Sports & Wellness Directorate

- i. Compile results and write a report on the match.
- ii. Apply the Rules of the Inter-Hall Games.

b. Halls Management

- i. Supervise the return of their students to their halls.
- ii. Sign protests if any and submit them to the Sports & Wellness Directorate not later than 48 hours after the match excluding weekends and holidays.
- iii. They are to cooperate fully with the Sports & Wellness Directorate and UG Security in cases of riots and investigation.

c. UG Security Services Directorate

- i. Security must ensure that fenced facilities are locked after teams and spectators have left.
- ii. Security must review each day's situation and re-strategise for the next day.
- iii. Together with the other stakeholders take prompt decisions on cancellation of games or otherwise, in case of security threat for the next game.

e. Health Services Directorate / Department of Physiotherapy / Department of Nutrition & Food Science, Department of Psychology and Careers and Counseling Centre

- i. Produce report to the Sports & Wellness Directorate on the games at the end of the competition detailing challenges and recommendations.

3.4 Responsibilities of Sports & Wellness Directorate after Competition

- i. All the relevant stakeholders ie. Halls Management, UG Security and Collaborative Partners to submit reports to Sports & Wellness Directorate on the games.
- ii. The Sports & Wellness Directorate produces a report for the Inter-Hall activities for the semester.

University of Ghana Policy on the Admission of Athlete Students (UG-PAAS)

1.0 Preamble

The mission of the University of Ghana is to develop world-class human resources and capabilities to meet national development needs and global challenges through quality teaching, learning, research, and knowledge dissemination.

The mission of the Sports & Wellness Directorate of the University of Ghana is to enhance the fitness, health, well-being, and holistic development of students, staff, and the members of the university community, through participation in worthwhile sporting and recreational activities and endeavour to become the leader for change in the academic discipline and profession of sports in partnership with relevant stakeholders.

The University of Ghana thus recognises the vital role that sports and recreation play in promoting the holistic development of human resources. The mission of the Sports Directorate therefore falls directly in line with that of the University in enhancing quality human resources and capabilities to address national and global challenges and issues.

The University is therefore committed to integrating sports into the main academic curricula to promote a variety of recreational and competitive sports to encourage students and the entire university community to participate in both internal and external competitions and to bring laurels to the University.

The above therefore implies that one of the core and main aspects of the mission of the University is the personal, sporting, and intellectual development of the students to enable them to face and deal with national and global challenges. This in turn calls for concerted efforts of sports development strategies that are pragmatic, sustainable, and complementary to the academic mission of the University.

Sports is a huge industry with enormous cross-cutting potential in many areas but it remains untapped in Ghana and barely explored and nurtured. The University of Ghana through UG-PAAS will create opportunities and career paths for its students and also serve as a pacesetter for other complementary strategies for national policies.

2.0 The University of Ghana Policy on the Admission of Student Athletes (UG-PAAS)

The UG-PAAS is part of a broader sports strategy of the University of Ghana. It serves as a guide for the admission of students talented in sports, who have met the minimum UG requirements for admission on a concessionary basis.

UG-PAAS shall give young talented athletes who meet the minimum UG admission requirements the chance to study at the university and develop their athletic potential to the fullest - an opportunity they would perhaps never have gotten. In this regard, the University will be fulfilling its mission of producing holistic human resources for national development and meeting global challenges.

There is a positive correlation between sports performance and academic performance as observed by Goton M. J (2013). However, because of the time students spend on training and competitions, the academic learning time of these students which is affected will subsequently affect their academic performance. The University of Ghana, cognisant of this, will blend sports and academia for holistic and life skills training for athletes through the UG-PAAS.

Further, the UG-PAAS shall spell out the processes and procedures from talent identification to nurturing, monitoring, training, and placement of students during and after completion of their study programmes.

3.0 Rationale and Benefits for the Policy

UG-PAAS enhances the admission of students who have exceptional potential in sports, their participation, and performance in sports and recreational activities.

The policy provides training in skills so that even after the peak of the athletes, they can retire into profitable ventures as a result of the academic training they received at the University.

The UG-PAAS shall in effect promote the growth and development of students' performance in sports thereby creating a sustainable relationship between sports and academic performance.

This policy shall make the University of Ghana the hub for providing excellent athletes for the various national teams of Ghana just as many universities around the world do by identifying, nurturing, training, and producing world-class athletes. This will further enhance the place of the University of Ghana as the number one producer of human resources in Ghana. Examples abound in Africa, Europe, and the USA of universities serving as training and nurturing centres for athletes of international standard.

The UG-PAAS shall establish an image for the University of Ghana as an outfit for producing all-around national and international athletes by combining both academic and sports excellence. This is important because the current number of years spent in pre-university education implies that student-athletes are at their peak and apex of performance when at university. Realising this fact and exploring it for the personal development of its student-athletes will further complement the record and status of the University of Ghana as the outlet for human resources in academia as well as sports. This is the focus of the UG-PAAS.

4.0 UG-PAAS in Practice

4.1 Talent Identification and Nurturing

A team of Technical Personnel (TP) established by the Sports & Wellness Directorate of the University shall identify talents in various disciplines through outreach programmes, scouting during competitions, tournaments, recommendations from UG-PAAS Regional Coordinators and Regional P.E. Coordinators

With available resources, the Sports & Wellness Directorate shall collaborate with other organizations to organise sports clinics for potential athlete students during holidays on the University Campus. This will have the added value of introducing the potential students to the University environment to serve as inspiration for them.

4.2 Admissions Process

Apart from filling out the usual admission forms for the University and following the set processes and standards for applying to the University, the Sports & Wellness Directorate of the University of Ghana has designed a special form (UG-PAAS Profile Form) for potential student-athletes. This form shall have a section for the Sports & Wellness Directorate to fill by recommending the said potential student. This shall be done well in advance so that the Academic Affairs Directorate is furnished with the list of recommended students to enable it to act on time, based on the criteria set out in this policy.

4.3 Academic and Sports Entry Requirements

The UG-PAAS shall apply the general entry requirements for degree programmes at the University of Ghana. Thus, successful and potential students from senior high schools (SHS) shall possess at least credits (A1 - C6 in WASSCE and A – D in SSSCE) in English, Core Mathematics, Integrated Science, Social Studies and three elective subjects. To this end, potential students admitted through the UG-PAAS shall possess a minimum of C6 or better with their total aggregate not exceeding 24 in WASSCE and 36 in BECE or better.

For Mature Programme entry requirement, applicants should be 25 years or above and are required to register to attend an access course after which they would write exams in English Language, Mathematics and Logic. Successful applicants would be informed to apply online for admission to pursue either a degree or diploma depending on the performance of the applicant.

Regarding sporting and athletic abilities, potential students shall be required to meet a minimum level of time, distance, height (in terms of individual disciplines) and show proof of award of a medal and/or membership of a district, zonal, regional, national or international competition in terms of team sports. This shall be captured by the form designed and known as the UG-PAAS Sports Threshold Form. This is one of the criteria to be used in determining eligible students and once they satisfy this condition in addition to the others mentioned in this document, they will be considered for admission

under the UG-PAAS.

5.0 Monitoring

Following admission of successful students through the UG-PAAS, a team of experts made up of The Sports Management Committee, the Dean of Student Affairs and other staff of the University shall monitor the performance and development of the student-athletes in both the academic and sporting areas. Mentors shall liaise and collaborate with the athlete's coach on challenges that are affecting the athlete's performance.

In the academic area, the students shall be monitored and supported where the need arises so that they do not fall below a certain GPA threshold to maintain the required level of academic excellence.

In the sports areas, an all-year-round training programme, cognisance of their academic schedules, has been designed, including during school breaks at both national and international levels.

The Mentors should submit a report to the Director of Sports and Wellness on their Mentees at the end of the academic year.

The Sports & Wellness Directorate shall also facilitate the participation of the students in national and international tournaments and training through collaborations with relevant stakeholders. These stakeholders among others will include the Ghana Universities Sports Association (GUSA), the National Sports Authority (NSA), the Ministry of Youth and Sports (MoYS), the Ministry of Education (MoE), Ghana Olympic Committee (GOC), Ghana Athletics (GA), and other Sports Federations in Ghana as well as international sporting authorities and governing bodies which will include Federation of Africa University Sports (FASU) International University Sports Federation (FISU).

6.0 Motivation, Support, and Waivers

The admitted young, talented but inexperienced and perhaps unexposed and less privileged students shall be inspired and given the necessary moral, physical, and material support and motivation as stated below to enable them to manage the very challenging task of combining sports and academia, and excelling in both. The requirement for academic excellence, which is the fundamental preoccupation of the University, shall be the first and foremost priority with its uncompromising demand and adherence. Thus, the challenges of training, travel and excessive demands of top athleticism shall be accompanied by professional and technical support and advice. In this regard, certain support and assistance shall be provided to the students.

7.0 Commitment by the Students

The Sports Directorate has in addition to the above prepared a UG-PAAS Commitment form which shall be signed by the potential Athlete student committing him or her to stay as a sports person at the University combining sports with academic work until

completion of their programmes of study.

8.0 Implementation

The implementation of this policy shall be the responsibility of the Sports & Wellness Directorate of the University under the guidance and supervision of the Registrar.

UG Sport Fund (UG-SF)

The University of Ghana Sport Fund (UG-SF) is an initiative to motivate, support, and facilitate admitted athlete- students and to attract potential talents to enhance their admission to the University of Ghana. The Sport Fund concept already exists in some Universities in Ghana notably the University of Cape Coast and the University of Education, Winneba. Most foreign Universities in the United States and Europe have such funds in their universities for sports men and women. This attracts a lot of good but needy sports men and women to the universities.

Creating a Sport Fund will ensure a certain degree of resources to be made available for the development, maintenance, and refurbishment of our sports facilities and infrastructure. The practice of depending solely on sports levies paid by students, and other sources from the University of Ghana with its already limited and overstretched resources will reduce. It will also provide the Sports & Wellness Directorate with wider and independent sources of funding to enable it to fulfill its mandate to the university community.

The UG-SF is a form of support scheme that the University of Ghana Sports & Wellness Directorate (UGSWD) shall make available to exceptional but less privileged student-athletes as and when required depending on the availability of resources. The UG-SF shall be established within the structures of UGSD where funds shall be raised from appropriate UG sources, organisations, and individuals to support qualified student-athletes.

The University of Ghana Sports & Wellness Directorate shall further advance the UG-SF initiative to source for significant collaborations and partnerships with relevant stakeholders, iconic individuals and organisations to promote and support student-athletes as well as sport infrastructural development on UG campuses.

The University of Ghana aspires to be a world-class research-intensive University. Part of the drive towards this objective will be the provision of world-class standard sports facilities and infrastructure to enable effective teaching, learning, and research to match the standards, image, and aspiration of the University. In addition, the Fund will facilitate research into sports within a physical activity and sport department. This will open research initiatives and study in sports science, sports management and sportssports for development. This is in addition to the participatory experiences provided in intercollegiate sport and recreation.

With the introduction of the Department of Physical Education and Sport Studies (PESS) to high-quality sports managers and administrators, there will be the need to develop sports infrastructure for research, practicals, training, competitions and fieldwork. The Department will therefore be in the position to offer the best programme and added value for students. This will enable students to experience world-class standard sport studies that will stand the test of time and compare with the best universities in the world. The facilities can also serve as internal sources of income generation as we have been doing now. Better and well-equipped facilities and infrastructure will also increase our income generation base.

The Sport Fund will also facilitate excellent delivery by the University of Ghana Department of Physical Education and Sport Studies in the College of Education. The University of Ghana has been a leader in all aspects of University life in Ghana and well beyond from academic performance, research, teaching, sport, recreation, physical activity, and wellness. We need to be a step ahead of our contemporaries who are leaving no stone unturned to match our standards. We need to aspire higher and the creation of a sport fund will be one of the ways through which this can be achieved.

The sources of the funds shall be as follows:

1.0 Sources of Sport Fund and UG-SF Accounts

- i. 5% of student yearly sport dues
- ii. 10% of Internally Generated Fund (IGF) – Sport Directorate
- iii. Sponsorship from organisations
- iv. Iconic Individual Appeals
- v. Various donors
- vi. Voluntary contribution from parents of students and university community
- vii. Other fundraising activities by the Sports & Wellness Directorate
- viii. Student Representative Council and other UG sources

2.0 Management and Disbursement of Sport Fund

Every year, 60% of the funds raised inclusive of returns on investment will be invested whilst 40% used for the activities envisaged for the year.

a) UG-SF Management Committee

The UG-SF Management Committee will comprise the following 7 members as follows:

- Registrar as the Chairperson
- Director of Sports & Wellness - Member
- Director of Finance or his / her representative - Member
- Dean of Students or his / her representative - Member
- 1 Sports & Wellness Directorate Management Committee Member - Member
- 1 Sports Advisory Board Member - Member

- 1 Member from the Student Representative Council - Member
- Administrator, Sports and Wellness Directorate - Secretary

b) UG-SF Package: The disbursement of the Fund shall take the forms listed below as 1, 2 and 3:

Package 1

- Academic Facility User Fees
- Residential Facility User Fees
- Book bursary

This part will be jointly coordinated by the Sports & Wellness Directorate and the Students' Financial Aid Office of the University of Ghana through the Students Financial Aid Committee.

Package 2

- Sponsorship for training programmes nationally and internationally to enhance sport performance.
- Sponsorship to participate in local and international tournaments and competitions.
- Sportswear (kits) sponsorship
- Insurance

This part will be based on the recommendation of the Director of Sports & Wellness to managers of the fund and upon approval, the Director of Finance will disburse the funds for the projects.

Package 3

- Facilities, infrastructure and logistics
- This part will be based on the recommendation and advice of the Director of Sports and Wellness to the Fund Management.

3.0 Facilitation

- i. The Finance Directorate will open an account to this effect and also manage the account and advice members as such.

- ii. The Student Financial Aid Office will be in charge of making calls for application for support and also give the necessary and required advice and support in these directions.

4.0 Conditions for Application of UG-SF

- i. The student must be an athlete and an active member of any of the UG Sport teams
- ii. Potential students eligible for admissions and selection to UG teams
- iii. The student must clearly show the need for the financial support for which he or she is applying.
- iv. Student athletes shall complete and submit an application form for consideration
- v. Short listed applicants shall go through an interview session
- vi. Background check on applicants to corroborate their eligibility and information provided.

5.0 Withdrawal of UG-SF Entitlements

- i. UGSWD shall revoke all entitlement of an athlete under UG-SF should any information provided compromise the integrity of UG-SF
- ii. Gross disrespect to authority and damage to the image of UG as well as continuous poor performances while representing UG in any sporting discipline in a particular academic year, shall also lead to revocation.
- iii. When Grade Point Aggregates (GPA) fall below 1.5 in an academic year
- iv. Any misdemeanour contrary to the rules and regulations of the University.

6.0 Coordination and Review

The Sports & Wellness Directorate will have the responsibility of coordinating the activities related to the Sport Fund and this document will be reviewed as and when the managers deem it necessary.

*Athletes is generic term referring to all sportmen and women irrespective of discipline.

