

# Water Study Exercise Guidelines and Safety Brief

## 1. Before Conducting the Water Study Exercise

### Note for Teachers

- The teacher in-charge/School Representative (collectively the “Organiser”) may, on behalf of a school organise an Activity at a reservoir by contacting PUB at [www.pub.gov.sg](http://www.pub.gov.sg).
- The Organiser is advised to conduct a survey of the Activity site, perform a risk assessment management exercise in good time prior to the activity. The Organiser should be a full-time employee of the school.
- The Organiser should be familiarised with the site and planned route including the location of shelters, water testing station, first-aid, safety procedures, etc.
- Students should also be briefed about the learning objectives and the safety considerations of the Activity.

### Key learning objectives

- To understand the importance of good water quality and valuing water
- To better understand water sustainability and the roles of reservoirs and waterways in Singapore
- To understand the purpose of Active, Beautiful, Clean Waters Programme

### Suggested Preparation

Students are advised to be in PE attire and covered shoes and to bring the following items:

- Small, lightweight bag
- Water bottle
- Insect repellent
- Raincoat and/or umbrella
- Sun hat/Cap and sunblock
- Ziploc bag to store their handphone and wallet
- Pen/Pencil and eraser
- Note pad

## 2. On the Day of the Activity

### **(a) Haze Mitigation Plan and Wet Weather Procedure**

- During haze, check the daily health advisory issued by NEA. This can be found at [www.haze.gov.sg](http://www.haze.gov.sg). If the PSI reading is at or above 100, please postpone your activity at the reservoir.
- Weather forecast and lightning status should be checked 1-2 hours before each activity. You may check updates via:
  - NEA’s smartphone App (myEnv)
  - NEA’s website: [www.nea.gov.sg](http://www.nea.gov.sg)
  - NEA’s mobile weather service at Weather@SG ([weather.nea.gov.sg](http://weather.nea.gov.sg))
  - Twitter via @NEAsg
  - Weather forecast hotline at 6542 7788
  - Radio broadcasts
  - Lightning Advisory number at 62826821
- Do not start the activity if there is a Category 1 Lightning Alert and/or heavy downpour. The Organiser should ensure all students remain at a sheltered area. If lightning or heavy rain persists, you should make arrangements to return to school but do re-plan for a make-up visit.

- Should you encounter bad weather during your activity, stop your programme and take the students to the closest shelter. If lightning or heavy rain persists, you should make arrangements to return to school. Do re-plan for a make-up visit.

#### **(b) Suggested Emergency Evacuation Plan**

- In the event of an emergency, the Organiser should move all students to a safe, sheltered area, and conduct a headcount of all students and teachers.
- The Organiser is responsible for making the decision to evacuate.
- When contacting an ambulance service, the Organiser should provide details on incident, location and meeting point to the ambulance service. The Organiser should also inform PUB of the incident as soon as possible by contacting PUB officer's number stated in the confirmation email.

#### **(c) Safety Reminder**

- Ratio of facilitator to students should be kept at 1 facilitator: 20 students.
- The Organiser should pair up or group students in any activities to prevent them from wandering about alone.
- Water collection at the site should be carried out by the Organiser only.
- Use a pail tied to a rope to collect water. Do not enter into the reservoir or waterway.
- Do not go beyond safety railings or barriers or into deep water zones.
- The Organiser should ensure that all participants are well and not under medication. Participants who feel fatigue should stop their activities immediately and ask for help.
- The Organiser and students should be kept hydrated and drink water regularly.
- Please help other participants who are in distress without endangering yourself.

### **3. Keep our Reservoirs and Waterways Clean**

- Please ensure all students behave properly at the reservoir.
- Students should be reminded NOT TO:
  - Litter at the reservoir/waterway.
  - Discharge sewage, sullage or any kind of waste water into the reservoir.
  - Urinate or spit into the water.
  - Fish outside designated fishing area. Please note only artificial baits are allowed when fishing in the reservoir.
  - Swim, frolic and wash in the reservoir.
  - Dispose water testing materials on site. They should seal water testing materials in a ziplock bag and throw them in a trash bin.
- If students see floating rubbish in the reservoir, they should report it to the Organiser who should inform PUB. Students should not attempt to retrieve rubbish in the water, unsupervised.
- If students observe any wrong doings or irresponsible behaviour, this should be reported to the Organiser who should then call PUB 24-hour Call centre at 1800-284 6600.

### **4. Use of Site**

Organiser shall take note of the following:

- **No exclusive permission is given to schools to hold the activity.** There may be other activities or works conducted by other organisations in the reservoir at the same time.
- **Avoid last minute changes.** If your activity has changed, please update your school's online booking at least 2 weeks in advance.
- **A copy of the approval letter** is on the site at all times.

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**For any further enquiries, please contact:**

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