



C&S Intervarsity/Competition Guide

- Name competition :
- Date of competition:
- Sport/Event:
- League/Championship/Intervarsity Friendly:
- All 3rd-level students competing
- No year down allowed take part
- Home/Away:
- If hosting a list of colleges in attendance:
- Venue:
- Campus pitches -
- Start time:
- Letter of indemnity requested:
- Catering/Food
- First Aid
- Requirements

C&S will be keeping attendance records as part of their own risk management/due diligence processes for events, but lists are not needed by insurers in advance for the letters.

Staff / C&S & UL Sports Approval

- Pre-Event Meeting Completed (Yes/No)
- Travel & Logistics
- Bus Return Time
- Parking
- Travel Contact Person
- Emergency Contact Number

Finance & Administration

- Entry Fee (if any)
- Approved Budget Amount
- Special Application Funds
- UL Sports funding
- Referee fees

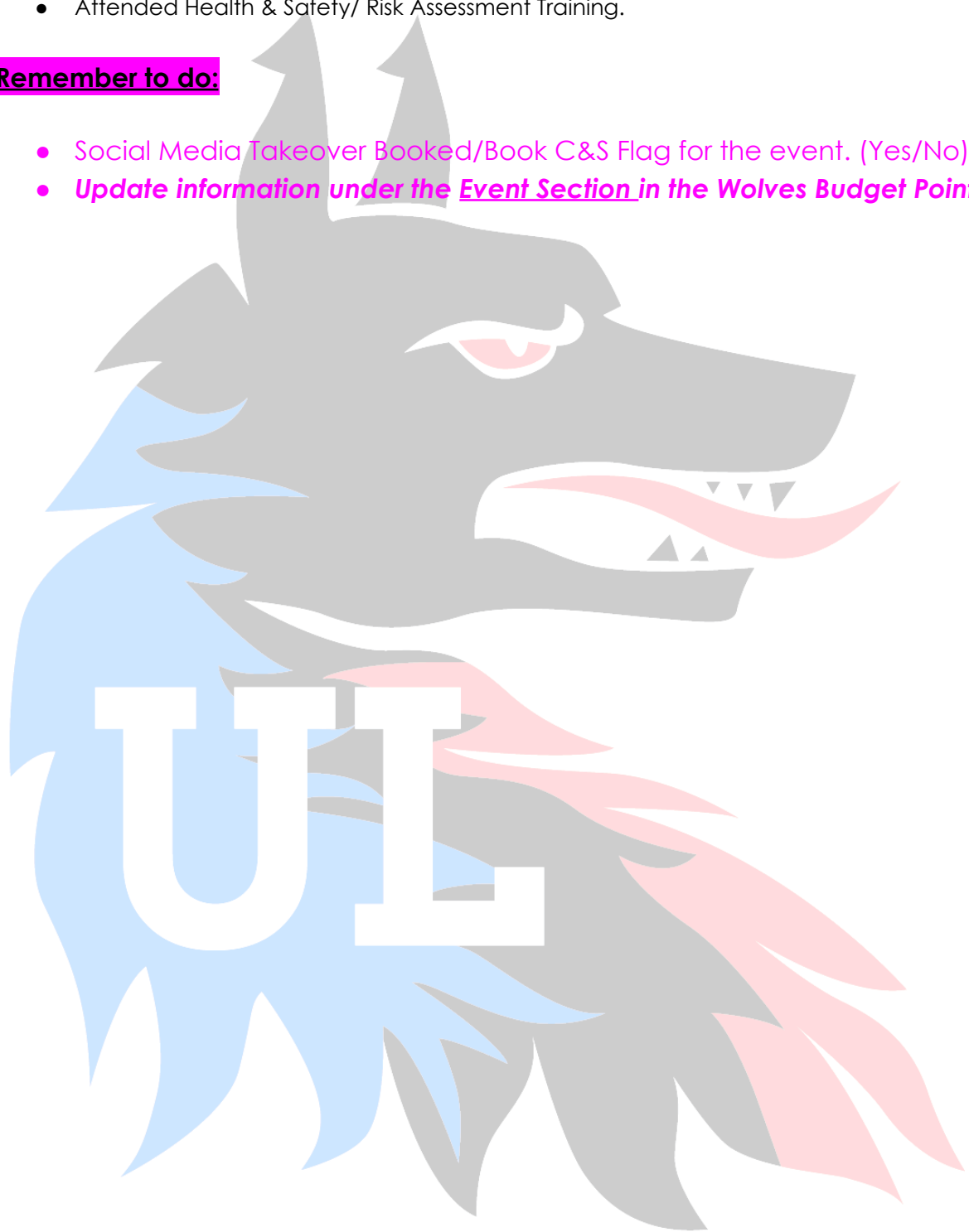
Health, Safety & Welfare

- First Aid Contact / Provision

- Time First Aid needed
- Risk Assessment Completed (Yes/No)
- Attended Health & Safety/ Risk Assessment Training.

Remember to do:

- Social Media Takeover Booked/Book C&S Flag for the event. (Yes/No)
- *Update information under the Event Section in the Wolves Budget Points*



WOLVES