

淡江大學運動場使用須知

110.01.04 體育教學與活動組 TQM 會議修正通過

- 一、為維護運動安全及有效管理室外運動場地，依據淡江大學體育事務處室外運動場地管理作業要點第八條，訂定運動場使用須知。
- 二、本運動場範圍為田徑場、棒壘球場、足球場及運動場旁籃球場。
- 三、開放時段:平日 08:00-22:00，例假日、考試週及寒暑假為 8:00-18:00。各單位辦理活動或訓練時，經體育事務處(以下簡稱本處)核准方可使用照明設施。
- 四、本場地之申請借用依本處室外運動場地管理作業要點第六條辦理，並請遵守下列規範:
 - (一)本場地禁止吸煙、嚼檳榔、嚼口香糖、造成環境髒亂、燃放鞭炮、施放煙火、違反公共安全及妨害善良風俗之行為。
 - (二)本場地禁止攜帶寵物及違禁品。
 - (三)本場地緊鄰住宅區，為避免影響起居，請勿大聲喧嘩。
 - (四)本場地各項設施、設備(含照明)及器材等均須依規定借用並遵守其使用規範，如有毀損，應負賠償之責。如有傷害他人之情事者，借用單位應負法律責任。
 - (五)本場地未經許可，禁止塗鴉、場地劃線及增設標誌等行為。
 - (六)如遇雨天造成場地泥濘或濕滑請勿進入，以免造成運動傷害或場地受損。
 - (七)借用單位應考慮投保人身意外險，若發生意外事故，本校不負任何賠償責任。
 - (八)本場地位處空曠地區，請注意天氣變化(雷擊、強風及高溫)，避免發生意外傷害。
 - (九)借用單位有下列情形之一者，本處即可勒令其停止使用，必要時得命其離場，並依法報請處理：
 - 1.有損本校校譽者。
 - 2.違背活動宗旨或社會善良風氣者。
 - 3.從事私人或個人利益活動而違反教育意義或社會公益者。
 - 4.使用與申請登記計畫書內容不符或逕行更改轉讓者。
 - 5.有安全顧慮或經本校認定其活動有損壞本場地建築及設施者。
 - 6.其他有違反本辦法之情事者。
 - (十)使用本場地前請審慎評估自身身體與天候狀況，如造成自己或他人傷害，相關責任請自行負責。
- 五、場地管理聯絡電話：上課期間校內分機 2173，非上課期間校內分機：2110。
- 六、使用本場地須遵守以上規定，並接受管理人員之指導，以維護場地之安全及秩序。如有違反使用規定，則依相關辦法議處。

Guidelines on the Use and Management of TKU Tennis Courts

1. Although Tamkang University is an open campus, the grounds are to be used only by TKU students, faculty, and staff. If any injuries occur by violating this rule, the offender(s) will be held responsible, liable, and accountable for any loss incurred.
2. The order of priority for the use of these grounds is as follows: 1) Physical Education classes; 2) events and activities held by the Office of Physical Education; 3) training sessions for TKU representative sports teams; 4) events and activities held by other sections of the University; 5) rental or commission granted to the external parties.
3. Those who will be looking into using the venue for sporting events must attend the Venue Coordination Meeting held at the beginning of each semester by the Physical Education Instruction and Activities Section. All application procedures must be completed at least 3 days before the date of use. After gaining approval, they may use the venue as scheduled.
4. During the semester, courts are available from 08:00 to 22:00 on weekdays (with night lights on). On weekends, during exam week and winter/summer vacations, courts are available from 08:00 to 18:00 (without night lights on). However, for Training Sessions and special events, with the approval of the Office of Physical Education, the lights will be on throughout the entire session.
5. Users of these grounds should take great care of the grounds and all the related facilities and maintain a clean environment. If anyone deliberately causes damage or destruction to the grounds and/or equipment, they will not only be responsible for such damage but will also receive commensurate punishment.
6. All users must have sound physical conditions and ensure good weather situations before using the grounds, Personal liability will be pursued for any injuries of people and damages to the school property.
7. Due to the court being adjacent to the teaching and the residential areas, keeping the voice volume down is required
8. Field Management Service Numbers: Ext. 2173 (during office hours); Ext. 2110 (other hours)
9. All users of the grounds are subject to the above rules and must follow all instructions from the managing staff to help maintain the order and safety of the grounds. Those who violate these rules will be penalized by related regulations.