

CAPT COMPASS

A GUIDE TO RESIDENTIAL LIVING

WELCOME MESSAGE



Welcome to the College of Alice & Peter Tan!

Hey, CAPTain!

We understand how unnerving it may be to move into a whole new environment, what more in this season of uncertainty amidst COVID-19! Hence, we have created this booklet to provide all the **essential information** about your new home away from home.

In this booklet, we hope to summarize the COVID-19 regulations for CAPT in this semester, and address frequently asked questions that many new residents may have. However, if you have any further questions as the situation evolves, feel free to approach the Resident Assistants (RA) or Resident Fellows (RF) or chat with any friendly senior CAPTains you meet around the College.

Once again, **welcome home, CAPTain!**

Have a wonderful stay ahead 😊

With love 💙,

Your Residential Life Team for AY20/21

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The background of the image is a dense, repeating grid of small, square portrait photographs. These portraits feature a wide variety of individuals from different ethnicities, ages, and genders, all smiling or looking directly at the camera. The overall color palette of the portraits is dominated by warm tones, with many having red or orange backgrounds. Overlaid on this grid is the word "PEOPLE" in a large, bold, yellow, sans-serif font. The letters have a slight drop shadow, making them stand out against the busy background.

PEOPLE

RESIDENTIAL LIFE TEAM



Who are the Resident Fellows (RFs)?

The College Fellowship includes both Resident and non-Resident Fellows who are involved in teaching modules and in the living and learning programmes of the College.

RFs not only teach in CAPT, but they also live in the College all year round to provide pastoral care, advice, and mentorship for students. Together with their families, RFs live in an apartment (**#61**) on the highest level of each Neighbourhood (Levels 5, 8, 11, 14 and 17) and on Level 2.

Working together with the RAs and Student Leaders, they play a very important role in creating a secure and supportive environment for communal living and for learning. Our RFs are happy to chat about their own passion, hobbies and life in general. Do get to know your RFs through Neighbourhood and Zone bonding activities, along the corridors, or over a meal!

Who are the Resident Assistants (RAs)?

RAs are friendly and approachable CAPTains who help to oversee the residential life aspect at CAPT. There is a RA designated for each level and you can find them in **Room #68**, except for Level 5, 11, 14 and 17 (Room **#53**).

Having battled (and survived) at least four semesters of NUS life, the RAs are people who want to share their experiences and look after the welfare of those around them.

The RA team works throughout the year for the safety and wellbeing of CAPTains so that everyone can enjoy their time in CAPT. So, don't hesitate to approach any of the RAs if you need someone to talk to or to get some advice on university matters. We are more than happy to have a chat with you!

RESIDENTIAL LIFE TEAM



Master A/Prof Gary Tan
Director for Residential Life A/Prof Seow Teck Keong
Director for Student Life Ms Wong Soon Fen

RESIDENT FELLOW (RF):

L17: A/PROF SEOW TECK KEONG

#17-61

L14: DR KANKANA MUKHOPADHYAY

#14-61

L11: DR MISTY SO-SUM WAI-COOK

#11-61

L8: DR DANIEL JEW

#08-61

L5: A/PROF REUBEN WONG

#05-61

A/PROF GARY TAN (#02-50)

MS WONG SOON FEN (#02-52)

RESIDENT ASSISTANT (RA):

L17: KIERAN TAN (GARUDA)

L16: LIM WAI KIT (ROC)

L15: ELYSIA LOW (ROC)

L14: NEO HWEE SHUEN (PHOENIX)

L13: TAY BING SEN (GARUDA)

L12: SARAH SNG (TULPAR)

L11: KWAN SHI TING (DRAGON)

L10: MILTON SEAH (DRAGON)

L9: LI SITONG (GARUDA)

L8: ZECHARIAH TOH (DRAGON)

L7: LAWRENCE CHEW (PHOENIX)

L6: NAH JIE HAN (PHOENIX)

L5: JAYVINN WONG (ROC)

L4: COLIN GAN (TULPAR)

L3: LIM JIA HUI (TULPAR)

ZONE B

ZONE A

ZONE C

CAPT STUDENT LEADERS



Who are the CAPT Student Leaders?

The student leadership comprises the **College Students' Committee (CSC)**, elected each year by all CAPTains, and the **Neighbourhood Heads**, elected by each Neighbourhood. The two groups work hand-in-hand to organise activities to create a vibrant and meaningful residential life for all residents. If you have any ideas or feedback for the College or Neighbourhood, feel free to approach the relevant parties and share your ideas. These groups of dedicated people will be more than happy to hear from you!

NEIGHBOURHOOD HEADS

Darren Ther
Tulpar

Georgia Sim
Tulpar

Nigel Ian Cross
Phoenix

Lim Yi Leo
Phoenix

David Ang
Garuda

Sarita Zhang
Garuda

Lim Rei Hrn
Dragon

Grace Chua
Dragon

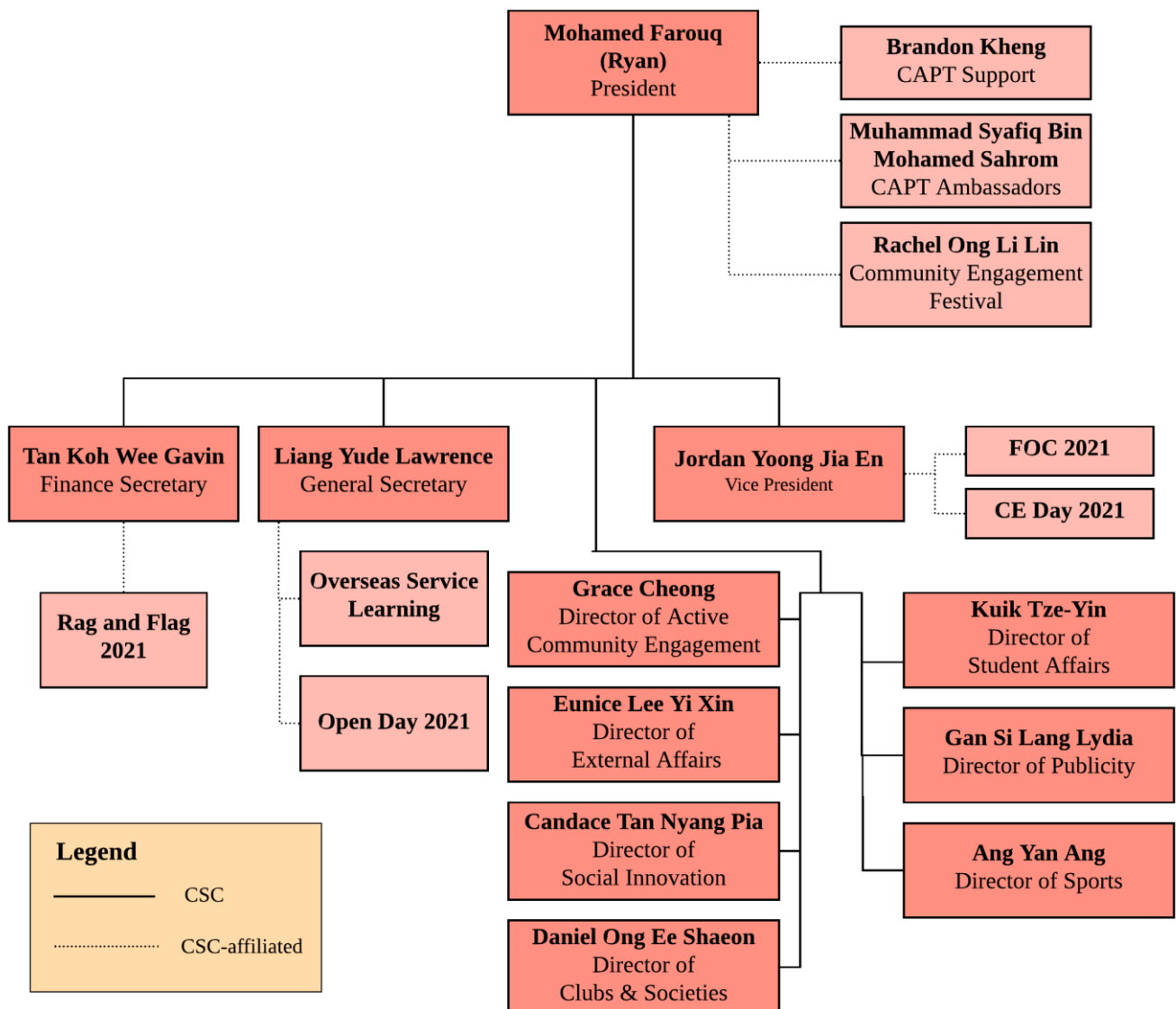
Jeff Teo
Roc

Tiffany Tan
Roc

CAPT STUDENT LEADERS



COLLEGE STUDENTS' COMMITTEE



OFFICES



College Office

The main College Office is located at **Level B1**. This is where you can find our Rector, Master, Directors and administrative staff of CAPT.

The Faculty Office, located near SR3, houses other faculty members and fellows of the College. If you have any questions regarding the University Town College Programme (UTCP) or student life, please feel free to visit the College Office or check out the College website at <http://capt.nus.edu.sg/>.

Office of Housing Services (OHS)

The OHS Management Office is located at **Level 1**, beside the drop-off point. The OHS staff will be happy to help you with the following issues:

- Check in/out
- Payment matters
- Lost card/card access matters
- Vacation stay (payment, luggage storage, and in-room storage)
- Room/facilities defects
- Air-conditioning services and payment
- Laundry facilities matters
- Mailbox matters

USEFUL NUMBERS & LINKS



Police	999
Ambulance & Fire	995
NUS UTown Campus Security (24 Hours)	6601 2004
University Health Centre (UHC)	6676 1631
Lifeline NUS (24 Hours)	6516 7777
NUS Victim Care Unit (VCU) (24 Hours)	6601 4000
OFM Helpdesk (Maintenance) (24 Hours)	6516 1515
Office of Housing Services (OHS) Office (Level 1)	6601 2779
College Office for General Enquiries (Basement 1)	6601 2350

CAPT Official Website	http://capt.nus.edu.sg/
CAPT Student Website	http://captlife.com/
Booking of CAPT Facilities	https://treeckle.com/
Air-Conditioning Online Portal	http://nus-utown.evs.com.sg/
Checking of Meal Credits	https://aces.nus.edu.sg/Prjhtml/
Temperature Declaration	https://myaces.nus.edu.sg/htd/
NUS Timetable Builder	http://nusmods.com
OSA Student Support Services (Email)	OSACares@nus.edu.sg
NUS Victim Care Unit (Email)	vcu_help@nus.edu.sg

SPACES



YOUR ROOM



Every room comes with standard furniture as specified by the Office of Housing Services (OHS). The room inventory list can be found at the back of your door.

Each room is also equipped with two sprinklers and a Public Address (PA) system speaker. Therefore, please note that **candles, opens flames and cooking are strictly not allowed in your room** as they might set off the fire alarm. If you have questions, feel free to check with your RA.

Your Room

Your room can only be unlocked using your student matriculation card. Should you have issues with accessing your room, you could do the following:

- During office hours, seek help from the OHS Management Office on Level 1.
- After office hours, please reach the **Duty RA at +65 9627 5974**. The contact number can also be found outside L1 or B1 lift lobby. There is also a phone located outside OHS Office (Level 1) to contact the RA.

Note: If the door lock blinks red, green and blue, this indicates that the battery is weak. In this case, please call the 24-hour Office of Facilities Management (OFM) Helpdesk hotline at 6516 1515 to have the batteries replaced.

To facilitate a smooth evacuation in the event of an emergency, no personal items are allowed to be placed outside your room, with the exception of a maximum of **two pairs** of footwear.

You are also reminded that **masks should be worn** the moment you leave your room, even to go to the washroom.

Due to **COVID-19 regulations**, there are changes to the **visitor policy** in CAPT:

- All residents are **not allowed** to have any visitors who do not reside in the same hostel
- CAPT residents in the **same activity zone** may visit one another in their rooms, but only 1 other resident is allowed in the room at each point.

YOUR ROOM



Air Conditioning

For CAPTains who have applied for rooms with air-conditioners, the air-conditioners operate on a pay-per-use and prepaid basis. It costs about \$0.15 per hour to operate the air-conditioner, depending on the temperature set. To top up your credits:

1. Log on to <http://nus-utown.evs.com.sg>
2. Select "Purchase Electricity" on the left
3. Enter your meter ID found at your Air-Conditioner control

Please email (ohs.capt@nus.edu.sg) or go down to OHS at Level 1 if you face any difficulties with the top-up.

Internet and Wi-Fi

All rooms are equipped with a LAN point. To access the Internet, connect your computer to the LAN point using the LAN cable provided. To access the network, log in with your NUSNET ID (e.g. E1234567), and password.

The Wi-Fi networks available in CAPT are 'NUS-STU'- the same Wi-Fi network used throughout NUS - and Wireless@SG.

Room Defects

To report defects, log on to <https://uhms.nus.edu.sg>. After logging into your account, click on 'Maintenance' at the top of the page and provide the necessary information as instructed under 'New Job'. Alternatively, contact the 24-hour Office of Facilities Management (OFM) Helpdesk at 6516 1515 (for **urgent** matters only).

Quiet Hours

Please observe **quiet hours between 11pm and 7am** as there are residents who retire early or have classes as early as 8am. In addition, the walls are not soundproof. Thus, do be mindful of the noise you generate in your room as well as in common spaces like the residential lounges. Should you find that the noise level is too high, do remind your friends to lower their volume or you may approach your RA for help.

YOUR ZONE



Zones

There are 15 residential levels for students in CAPT. To prevent cross contamination in lieu of the COVID-19 situation, students are allocated their rooms based on their zones, as specified by NUS. You may find the zoning map in the following link: https://emergency.nus.edu.sg/downloads/NUS_Campus_Zonal_Map.pdf

Zone A students are allocated Level 10 to 13, **Zone B** from Level 14 to 17, **Zone C** from Level 3 to 9, and **Zone D** students to suites on Level 10 and 11. Residents in each zone share several common facilities, including the laundry room and pantry.

Laundry Room

Each zone has at least one laundry room that contains two washers and two dryers. The laundry rooms are located on levels 5, 8, 11, 14 and 17, opposite the corridor toilets. A **maximum of 2 residents** are allowed in laundry room at any point.

Laundry Room	Allocated Users
Level 5	Level 3 to 5 residents
Level 8	Level 6 to 9 residents
Level 11	Level 10 to 13 residents
Level 14	Level 14 to 15 residents
Level 17	Level 16 to 17 residents

You can use either coins or EZ-link concession cards to operate the machines. Each washing or drying cycle costs SGD \$1. Instructions on how to use the card payment method are located near the EZ-link card readers.

Do **use only your own detergent** for the washing machines and remember to **clean the lint filter** before using the dryers (safety reasons).

Lounges

There is a lounge located opposite the lifts on each level. The lounges serve as the main gathering place for CAPTains on that level. However, due to the COVID-19 regulations, only a **maximum of 10 CAPTains** (split into two groups of 5) **from the same zone** will be allowed to use the lounge while adhering to safe distancing measures. **Masks should be worn at all times.**

A copy of The Straits Times can be found in each lounge.

YOUR ZONE



Pantry

The pantry is where the water cooler, common fridge, and microwave are located. The pantries are located on levels 4, 7, 10, 13 and 16, opposite the corridor toilets.

Pantry	Allocated Users
Level 4	Level 3 to 5 residents
Level 7	Level 6 to 9 residents
Level 10	Level 10 to 11 residents
Level 13	Level 12 to 13 residents
Level 16	Level 14 to 17 residents

Do not take labelled food (from the common fridges) **that does not belong to you**, and **keep the pantry clean**. If the rubbish bin is full, please dispose your rubbish in the refuse chute on that level. Extra garbage bags are also provided in the pantry to replace the existing ones in the bin.

To prevent congregating of residents, **only light cooking is allowed** in the pantry. In addition, a **maximum of 2 residents** are allowed in the pantry **at any point**.

Each zone may have its own policies regarding the use of the pantry, so please check with your respective RAs and ensure that you comply with them.

Common Bathrooms

There are two common bathrooms on every level. On mixed gender levels, each wing will have a bathroom allocated to the gender of that wing. **Keep the doors to the bathrooms locked at all times.**

*Note: Different Neighbourhoods may swap the gender of their wings! Do **check the sign** before entering.*

YOUR ZONE



Refuse Room

Every level has a refuse room for you to dispose your trash and it is located opposite Room #62. There are three different chutes for general waste, paper, and plastic. Please **separate your waste** into these categories and dispose of them accordingly to help save the earth!



For safety (of our cleaning staff!) and hygiene purposes, please bag your general waste before disposing of it. Please do not dispose of your trash in the pantry or toilet bin. You may, however, dispose of **clean** paper and plastic recyclables straight into their respective chutes.

For items that do not fit into the refuse chute, please take them to the **main waste disposal area on Level 1** (between the washroom and the mailroom).

Important: Do not leave rubbish on the floor of the refuse room.

YOUR COMMON SPACES



Dining Hall

Having meals together is integral to the RC experience as it promotes bonding and cultural exchanges among residents. Thus, the College requires all CAPTains to register for a meal plan. You are reminded to bring your student card to the dining hall (located at Level 1) in order to redeem a meal coupon which entitles you to an entree of your choice (including halal and vegetarian food options). The meal plan includes breakfast and dinner for the entire week, **except for Saturday dinner and Sunday breakfast**.

The meal plan includes sufficient meal credits that will last you for an entire semester if you tap for a single coupon each meal. However, you can redeem up to 3 coupons per meal while unused credits will be brought over for up to 13 days, or a maximum of 12 breakfast and 12 dinner credits, before they are forfeited.

For the daily menu: <https://uci.nus.edu.sg/ohs/current-residents/students/daily-menu/>

To check your meal balance: <https://aces.nus.edu.sg/Prjhtml/>

If you have any feedback on dining matters, you can:

- Contact the RAs in the Dining Committee directly. They are Jayvinn (L5), Lawrence (L7), Samantha (L9) and Elysia (L15).
- Alternatively, you can scan the QR code found on the dining hall tables.

Due to the current COVID-19 situation, meal timings have to be **staggered** and seating arrangements would be allocated according to zones. On top of that, **not more than 5 residents** are to be seated at each table, and a safe distance of **2m** (minimum 1m) should be maintained between tables. The meal timings are only staggered for dining in and you are requested to consume your food within 20 minutes so that others can dine in too. However, if you choose to take away your meal, you may enter the dining hall to do so at any time slot.

YOUR COMMON SPACES



For Weeks 0, 3, 6, 8, 11 and Reading Week:

BREAKFAST						
	MON	TUES	WED	THU	FRI	SAT
7:00 - 8:05 AM	ZONE A					
8:05 - 8:15 AM	BUFFER TIME TO CHANGE ZONE/CLEANING					
8:15 - 9:00 AM	ZONE B					
9:00 - 9:10 AM	BUFFER TIME TO CHANGE ZONE/CLEANING					
9:10 - 10:30 AM	ZONE C					
DINNER						
	MON	TUES	WED	THU	FRI	SUN
5:30 - 6:45 PM	ZONE A					
6:45 - 6:55 PM	BUFFER TIME TO CHANGE ZONE/CLEANING					
6:55 - 7:50 PM	ZONE B					
7:50 - 8:00 PM	BUFFER TIME TO CHANGE ZONE/CLEANING					
8:00 - 9:30 PM	ZONE C					

For Weeks 1, 4, Recess Week, 9, 12, Exam Week 1:

BREAKFAST						
	MON	TUES	WED	THU	FRI	SAT
7:00 - 8:20 AM	ZONE C					
8:20 - 8:30 AM	BUFFER TIME TO CHANGE ZONE/CLEANING					
8:30 - 9:35 AM	ZONE A					
9:35 - 9:45 AM	BUFFER TIME TO CHANGE ZONE/CLEANING					
9:45 - 10:30 AM	ZONE B					
DINNER						
	MON	TUES	WED	THU	FRI	SUN
5:30 - 7:00 PM	ZONE C					
7:00 - 7:10 PM	BUFFER TIME TO CHANGE ZONE/CLEANING					
7:10 - 8:25 PM	ZONE A					
8:25 - 8:35 PM	BUFFER TIME TO CHANGE ZONE/CLEANING					
8:35 - 9:30 PM	ZONE B					

For Weeks 2, 5, 7, 10, 13, Exam Week 2:

BREAKFAST						
	MON	TUES	WED	THU	FRI	SAT
7:00 - 7:45 AM	ZONE B					
7:45 - 7:55 AM	BUFFER TIME TO CHANGE ZONE/CLEANING					
7:55 - 9:15 AM	ZONE C					
9:15 - 9:25 AM	BUFFER TIME TO CHANGE ZONE/CLEANING					
9:25 - 10:30 AM	ZONE A					
DINNER						
	MON	TUES	WED	THU	FRI	SUN
5:30 - 6:25 PM	ZONE B					
6:25 - 6:35 PM	BUFFER TIME TO CHANGE ZONE/CLEANING					
6:35 - 8:05 PM	ZONE C					
8:05 - 8:15 PM	BUFFER TIME TO CHANGE ZONE/CLEANING					
8:15 - 9:30 PM	ZONE A					

YOUR COMMON SPACES



Mailroom

The mailroom is located beside OHS on Level 1. Each resident is given a key to the mailbox upon checking in to CAPT. The mailbox can be used to receive letters and small packages. A sample address is as follows:

(Your name)
College of Alice & Peter Tan
8 College Avenue East, #xx-xx (your room number)
Singapore 138615

Note: For parcels that do not fit into your mailbox, do arrange for a courier to deliver it to you in person as neither the college office nor OHS is able to receive the parcels on your behalf. You may wish to arrange for a personal delivery or consider using the POPStation service conveniently located at the Stephen Riady Centre.

In the mailroom, there is also a postbox available for sending letters to local and overseas addresses.

Master's Commons

The Master's Commons is located on Level 2 and serves as a meeting venue for talks (e.g. the Rector's/Master's Tea Series, which welcome both local and exchange students!) and official college meetings and functions. Find out more at: <http://capt.nus.edu.sg/the-capt-experience/learning-capt>.

Vending Machines

There are vending machines available outside The Flying Seed and at the Bermuda Triangle (located between the Dining Hall and L1 Lift Lobby) if you are craving a snack or a drink. Depending on the machines, they accept cash, EZ-link or electronic payment.

YOUR COMMON SPACES



Lifts, Lift Lobbies and Staircases

The lifts as well as lift lobbies (Levels 1 and B1) double-up as bulletin boards that highlight upcoming events. So do spend some time reading up on the exciting activities you and your fellow CAPTains can join. As per lift etiquette, do **take the stairs** if your level is ± 1 from an already selected level in the lift.

Tip: If you've accidentally pressed the wrong level, you may 'undo' the action by holding the lift button while the lift door is still open.

Note: There are no longer restrictions to the number of people who can take the lift at any point. However, safe distancing is still recommended.

Water Points

Water coolers are located at:

- Level B1, near the steps leading up to the drop-off point at the washroom
- Level 1, in the Bermuda Triangle and MPSH
- Levels 4, 7, 10, 13 and 16, in the pantries

Study Rooms & Reading Room

These rooms provide a quiet and productive environment for CAPTains to study in. Study rooms are located on Levels 6 and 12 while the Reading Room is located on Level 1, next to Seminar Rooms 1 and 2.

In view of the COVID-19 restrictions, study rooms **will be closed until further notice**. However, the Reading Room will be **opened** for up to a **maximum of 10 CAPTains** (two groups of 5) from the same activity zone. There will be staggered timings for each zone to use the Reading Room.

YOUR COMMON SPACES



Due to COVID-19 regulations, the use of the following common spaces will require the approval of proposals, to ensure that the activities conducted in the facilities adheres to NUS regulations. They are **The Flying Seed, Theme Rooms, Multi-Purpose Sports Hall** and **Seminar Rooms**.

To make a booking via Treeckle, please follow the steps below:

1. Create an account on <https://treeckle.com/user/create>
2. Log in on <https://treeckle.com/>
3. Proceed to make your booking under the 'Bookings' tab.
4. You will receive an email once your booking has been approved.

*Important: All bookings have to be accompanied by a **proposal** that must be submitted to **CSC Gen Sec Lawrence Liang** (lawrence.liang@u.nus.edu)*

The Flying Seed

The CAPT student lounge, located on Level 1, is named The Flying Seed. Its name was given by the first CAPT CSC President, Muamad Zulhakim, and is inspired by our college's former name *Angsana College*.

It is the nexus of the CAPT community and is a general social area for all students living in CAPT. A maximum of **15 residents** (three groups of 5) are allowed in The Flying Seed at any point, following staggered timings according to zones. The Flying Seed can be booked via Treeckle if you wish to reserve the space.

The Flying Seed also features **pay-per-use printing** and photocopying services, which can be accessed via the entrance from the Bermuda Triangle (located between L1 lift lobby and dining hall). Do remember to bring along your student card to enter the lounge and an EZ-link card to print your notes!



YOUR COMMON SPACES



Theme Rooms

The Theme Rooms (TR) in CAPT are located at Level B1, including:

- TR1 - The Workshop (with baking and cooking equipment)
- TR2 - The Black Box (with musical instruments)
- TR3 - The Arena (with games facilities)

A **maximum of 10 CAPTains** (two groups of 5) from the **same activity zone** are allowed in each TR, following staggered timings according to zones. For TR1, cooking or baking outside the room is allowed, but there should not be any sharing of food. For TR2, singing is allowed (maximum 2 singers must not face each other).

Multi-Purpose Sports Hall (MPSH)

The MPSH is available for CAPTains to play sports or engage in other social activities. Keeping in line with the COVID-19 regulations, all activities can only be conducted for CAPTains in the **same study zone**, upon the **approval of bookings**. A **maximum of 50 CAPTains** (ten groups of 5) are allowed in the MPSH



Seminar Rooms

The modules offered at CAPT are usually held in one of the six Seminar Rooms (SR) within the College. These SRs come fully equipped with audio-visual equipment. When there are no classes in session, these rooms are used for student activities organised by the College Students' Committee (CSC) or Neighbourhood Committees.

SRs 1 and 2 are located on Level 1, behind the Multi-Purpose Sports Hall, whereas SRs 3 to 6 are located at Level B1.

SAFETY & WELLBEING



SECURITY & FIRE SAFETY



Security

For security reasons, only CAPTains can enter the premises. Do have your card with you at all your times and make sure that you are **not tailgated** into the College or any of its facilities.

Please be aware that all students at CAPT are bound by the terms of:

- [NUS Code of Student Conduct](#)
- [OHS Housing Agreement](#)
- [OHS Stipulated Rules & Regulations](#)

Fire Safety

Fire Alarm

When you hear the fire alarm, please stay calm, listen to the announcements given through the Public Address (PA) system, and follow the directions of the **Fire Wardens (RAs and RFs)**. Please note that the fire-doors on all levels will be automatically closed upon the activation of the fire alarm.

General Evacuation Procedure

The evacuation route can be found at the back of every room door. If instructions have been given to evacuate the building, **use the stairs** and proceed to the assembly point at **Town Green**. The two staircases can be found near the lounge and near the common washrooms on each level. Please note that all three lifts will cease to operate when the fire alarm is activated within the building.

Fire Equipment

On each level, there are **fire extinguishers** (along the corridors, in each suite, in each pantry, and inside the dry risers) and two hose reels (inside the two dry risers). Please **do not obstruct the area** and use the equipment only in case of a fire.

Manual call-points are located on each level. Please activate the nearest manual call-point when you discover a fire in the building to trigger the fire alarm and instructions will be given to evacuate the building.

HEALTH



COVID-19 Related Measures

- Do monitor your health and submit your temperature twice daily via the uNivUS app or via <https://myaces.nus.edu.sg/htd>.
- Do **wear your mask** whenever you leave your room or when in a room with another person.
- Do stay within the areas designated for your activity zone and comply with the allocated timings for your activity zone.
- Always maintain safe distancing of at least 1m.
- If you are unwell, even with mild flu-like symptoms, please see a doctor. Please inform your Ras or RF if you have been tested for COVID-19 and update them about the results of the test immediately
- For the latest information about the situation, please refer to: <https://emergency.nus.edu.sg/>.

Medical Emergencies & First Aid

- Medical Emergencies: If you need an ambulance, call 995. Please also contact your RA, RF or the Duty RA to inform them of the situation and for assistance.
- Automated External Defibrillator (AED): The AED is located on level 1 of the College, just outside the main entrance.
- First Aid Box: First Aid Boxes can be found in every pantry, the Multi-Purpose Sports Hall, and The Flying Seed.

Personal Wellbeing

If you are unwell, please consult a doctor at the University Health Centre (UHC). Do seek assistance from the RAs and RFs if you need transport to UHC. After office hours, you may wish to visit a 24-hour clinic located near the College. The address of the nearest 24-hour clinic is as follows:

Central 24-HR Clinic (Clementi)
Block 450 Clementi Ave 3
#01-291 Singapore 120450
Tel: 6773 2925, Website: <http://www.centralclinic.com.sg/>

SEXUAL RESPECT



Sexual Misconduct

NUS and CAPT are committed to providing and maintaining a safe and respectful environment for all students and staff. We expect all members of the community to treat one another with dignity and respect with regard to their gender, race, values, religion and disabilities. This includes sexual respect. Hence, we have a **zero-tolerance policy** toward any forms of sexual misconduct as defined below:

- voyeurism – spying on people engaged in intimate behaviours, e.g. undressing or sexual activity
- sexual harassment – unwelcome acts of a sexual nature, including sexual advances, requests for sexual favours, sexual jokes or epithets, explicit statements, persistent pestering
- intimate partner violence – a current or former intimate partner using or threatening violence or emotional abuse
- sexual assault – physical contact of a sexual nature committed against another person's will or without their consent (e.g. using physical coercion, threat, or manipulation, or when the other person cannot consent because of incapacitation, unconsciousness, or when in a drug-induced state)

Sanctions Against Sexual Misconduct

NUS sanctions and disciplinary frameworks **are separate from, and in addition to**, any criminal proceedings brought by law enforcement led by the police.

New sanctions in effect from 13 June 2019 in NUS:

- Minimum one-year suspension
- Immediate expulsion for severe offences
- Notation of disciplinary action on transcript
- Requirement for offenders to be certified fit before returning to campus after suspension
- No-contact protocol between victim and offender

Beyond NUS, sexual misconduct can also be **criminal offences under Singapore law**, e.g.:

- Protection from Harassment Act (Chapter 256A)
- Penal Code (Chapter 224, Sections 447 & 509)
- Miscellaneous Offences (Public Order and Nuisance) Act (Chapter 184, Section 14A)

SEXUAL RESPECT



Consent

In the context of sex, consent is a **knowing and voluntary choice** to engage in sexual activity with another, expressed through **mutually understandable words or actions** that clearly indicate a willingness to engage freely in sexual activity.

Consent is:

- offered **voluntarily** - force, threat of coercion, intimidation, emotional blackmail, etc. makes consent impossible; jeopardised when the initiating party is in a position of power, e.g. student leader in a freshmen orientation camp, professor, etc.
- an **on-going process** - consent to one (sexual) act does not imply consent to another act, or to future acts; consent can be withdrawn at any time before or during an (sexual) activity; a current or previous dating or sexual relationship does not constitute consent.
- given **knowingly** - a person cannot give consent when not fully conscious, mentally impaired, under the influence of drugs or alcohol, deceived, or under-aged
- **actively communicated** - "No" means no; can be both verbal or non-verbal, so long as clearly communicated; should not be assumed from someone's clothing, dancing, or alcohol consumption

View the following video for a clear explanation of consent: "Tea and Consent", published by Blue Seats Studios (2016): <https://www.youtube.com/watch?v=u7Nii5w2Fal>

SEXUAL RESPECT



Support

If you think you have been a victim of sexual misconduct or have any questions related to the matter, speak to someone you trust and/or contact the following for help.

CAPT Personnel

Residential Life Team (RAs & RFs in your neighbourhood) and CAPT Supporters

NUS Campus Security (UTown)

Telephone: 6601 2004 (24-hour hotline)

University Counselling Services (UCS)

University Health Centre

Telephone: 6516 7777 (24-hour hotline)

Email: uhc_counselling@nus.edu.sg

Victim Care Unit (VCU)

Telephone: 6601 4000

Website: <https://victimcare.nus.edu.sg/>

Association of Women for Action & Research (AWARE)

Telephone: 1800 774 5935 (helpline)

Website: <http://www.aware.org.sg>

Sexual Assault Care Centre

Telephone: 6779 0282

Website: <http://sacc.aware.org.sg>

The background of the entire image is a soft-focus photograph of a sunset or sunrise over a body of water. The sun is a bright, glowing orb in the center, with its light reflecting on the water's surface. The sky is a mix of warm orange, yellow, and light blue tones. The water in the foreground shows gentle ripples and some darker patches, possibly rocks or seaweed.

MENTAL WELLBEING

brought to you by CAPT Support



5 Tips For Adapting To This New Environment

CAPT will be your home away from home for this semester but we understand that joining a new community can be intimidating or stressful. Here are some tips you can use to help yourself ease in. :)

1) Embrace Your Emotions

The first thing you can do for yourself in this new environment is to understand that it can be a stressful time for yourself as well as those around you. Whatever you're feeling is a valid response to your current situation. By embracing your emotions, we can find ways to help you overcome them together.

2) Reach Out To Your Seniors

With so many new groups and activities in CAPT, it's normal to feel overwhelmed. Don't be afraid to ask your friendly seniors for advice and to find out more about the committees and projects you can take part in!

3) Build Healthy Habits

Creating a healthy routine for yourself can help you feel in charge of your life and less anxious about your surroundings. A healthy routine starts with healthy habits, and you could start with one of the following examples! Firstly, physical activities like yoga or jogging (as well as Interest Groups!) can help you unwind each day and you could also use that time to be with yourself. Secondly, eating well can help you feel focused throughout the day. Try to avoid skipping meals by planning to get food together with your neighbours. Finally, getting enough sleep at night can help you feel fresh and ready to start each day. If you find yourself having trouble sleeping, read on to find out people you can talk to about it.

Tips are based on information from SAMH and WebMD

Prepared by RAs X CAPT Support





4) Care For Yourself

Adding relaxation and self-care to your daily routine can help you feel more at ease and comfortable. Some self-care activities include reading, simply enjoying some music, or even taking a short nap. Feel free to take the time to find what works for you. Remember to prioritise your well-being, and to be kind and patient with yourself.



5) Talk To Someone

Everybody finds themselves feeling down sometimes. You don't have to deal with it alone. Talking to someone about how you're feeling can help you understand yourself better and cope with the problems you may be facing. Continue reading to find out who else you can reach out to as sources of support.

1) For On-Campus Counselling and Support: University Counselling Services (UCS) (Located next to University Health Centre)	Hotline: 6516-7777 (Available Daily, 24 hours a day) <i>*In-person counselling is also available and free for students (Walk-in appointments from 8.30am - 5pm daily)</i>
2) For Suicide Prevention and Crises: Samaritans of Singapore (SOS)	Hotline: 1800-221-4444 (Available daily, 24 hours a day)
3) For Off-Campus Counselling Hot line Services: TOUCHline	Hotline: 1800-377-2252 (Available daily, 9am - 6pm)
4) For Online Counselling Services: Fei Yue's Online Counselling Service	Website: https://ec2.sg/ (Available Monday - Friday, 10am - 12pm and 2pm - 5pm)
5) Within CAPT: Resident Fellow, Resident Assistants and CAPT Supporters	<i>We are all just a call away!</i>

Tips are based on information from SAMH and WebMD

Prepared by RAS X CAPT Support



ADAPTING TO AN ONLINE SEM



We hope that this booklet has been helpful to you and you are more ready to embark on your CAPT journey. Always take heart that you are not alone even through these difficult times and trust that things will eventually work out! 😊

CAPT PLEDGE



“

With Fellow CAPTains, I uphold the College's values:
Integrity, Audacity, Compassion, Teachability;
and **I ACT** to engage communities as an active citizen.

I am the steward of my personal growth
and **I ACT** upon opportunities.

I am integral to the College Community
and **I ACT** to reach out to its members.

I endeavour to actively contribute to the College,
for I am a CAPTain, and will always be one.

”

HAVE A GREAT SEMESTER AHEAD, CAPTAIN!



AY20/21

