

Sport Policy for Kenridge Primary School

1. Aim of the Policy

To align all sport with School Policy regarding participation, competitions and general points of importance.

2. Introduction

It is policy at Kenridge Primary School that all learners are encouraged to participate in at least one summer and one winter activity of the extra-curricular activities offered at the school. The focus is on mass participation while catering for the needs of each individual participant. Competitions are entered into where strength opposes strength and sportsmanship and the activity itself is the winner. Our sport policy therefore focuses on participation with the objective of victory a secondary outcome.

In order to put this policy into practice, it is expected of all staff at Kenridge Primary School to participate in the presentation of the extra-curricular programme.

3. The Menu System

The Menu System funds the Sport Programme. Participating staff and outside assistants are remunerated for their contributions during the school term. Payment is calculated according to the amount of time offered to your particular activity, after the required two hours per week are deducted.

4. Selection of Teams

Trials should be held at the beginning of the first and fourth terms (summer sport) and the second and third terms (winter sport). First or A Teams must be selected on merit and should be the strongest team. Thereafter, B, C and further teams should be of relatively equal strength and a rotation system should be used to allow all participants the opportunity of matches or the participation in competitions or tournaments.

The selection and rotation policy should aim firstly at creating an equal participation opportunity, and then at winning the match. It should also aim at recognising development and improvement of individuals through rotation between teams. (As appropriate, each sport code determines their selection & rotation policy, which policy is available for information.)

All the members of a team should belong to that particular age group for the activity, except for tennis (individual sport), u13 rugby (owing to the league structure). A player selected to play outside their age group in this manner should not also be selected for their own age group in the same week, so as to allow another player the opportunity to compete.

The School Code of Conduct applies when Kenridge Primary School pupils participate in any competitions, presentations or fixtures (refer section 16). The colours, badge and name of Kenridge Primary School shall be worn with pride, even in defeat. Strict adherence to the dress code will apply at all times.

5. Communication

In an effort to streamline communication to the Senior Management of the school, all communication is directed through the Head of the Sporting Code, who will take it up with the Head of Sport who if necessary will take it to Senior Management. Feedback will then follow the same course down the channel. This channel should be strictly adhered to, unless there are suitable reasons for not doing so. When a parent has lodged a complaint, it has to be addressed promptly and replied to without delay.

It is the responsibility of the Head of the Sporting Code to ensure results are published on the website.

6. Fixtures and Tournaments

It is expected that Kenridge Primary School will enter in to competitions, presentations or fixtures offered, that fall within the boundaries of the sport programme. A minimum of activities entered into is not set, but no child should be withheld the opportunity to participate as often as possible, and at the highest level possible. In an effort to improve the competitiveness of our teams and groups, it is important that their skills and abilities are tested against other schools, especially those outside our region.

Learners, who are participating in fixtures or activities, should change into their appropriate clothes during second break of that day. Learners may not leave their class early to participate in a fixture or activity, unless the teacher has been informed by that specific team coach.

7. Tours

It is the responsibility of the coach/es of a particular team, age group or code to arrange tours. Once details have been finalized, the Head of Sport and the Senior Management Team must be briefed of the proposed tour. Overseas tours must have the consent of the School Governing Body. On your returning, a report on the tour must be submitted to the principal by the tour leader.

8. Sport Evenings

It is tradition at Kenridge Primary School to make awards to the learners who have performed well during the year. A prize giving is arranged separately for learners from U10 to U14. All First team school activities and codes are presented awards on the evening. A guest speaker may be invited. u10 – u12 will receive their awards at a special assembly.

Colour Awards

Learners, who receive Western Province, Western Cape or National Colours and participate in an inter-provincial or national tournament at the highest level for Primary Schools, receive a financial reward in recognition of their achievement. Documentation from the issuing body must be submitted before the reward can be considered. The name/s of the learner/s with the highest achievements is added to the honours board. This is subject to Departmental Policy.

Sportsmanship award (look at Addendum A)

Awarded to the best all round sportsman and sportswoman at first team level. The learner who displays a high level of **commitment**, who is never guilty of gamesmanship, who is gracious in defeat and humble in victory and who is always a worthy opponent.

8.3 Sportswoman / Sportsman of the year award (look at Addendum B)

Awarded to a female / male learner who in the opinion of the **sports committee** has achieved at the highest possible level in any **school** sport. Here one would look at South African colours and records as well as provincial colours and records **in a school** sport. **Leadership of a particular team should be also considered.**

8.4 South African colours award

Awarded to a female / male learner/s who have achieved at the highest possible level in a **non-school** sport. Here one would look at South African colours and records.

8.5 Awarding of medals and certificates

Medals will be awarded for inter-house Cross Country, Athletics and Swimming.

9 Sponsorship

It has never been customary for sport to be financed by an overall sponsor. Teams and tours have been sponsored from time to time. Careful discussion has to be entered into and the terms of the sponsorship must be strictly adhered to. Any form of sponsorship must be communicated to the Head of Sport in order to ensure uniformity and consistent practice. Liaise with the PTA and all sponsorship needs to be age appropriate. Permission to accept a sponsorship must be gained from the Head of Sport and the school management. (refer to Addendum C)

10 Inter-house Activities

All the summer and winter sport codes are entered into Inter house activities. Each code is responsible to determine the winner of the code, be it during a single code tournament or as part of a combined tournament between codes. Results of these activities shall be forwarded to the Head of Sport who will update the inter house board.

11 Weather Policy

In the event of inclement weather, the head of a sport code must consult with the Head of Sport and the office must be notified.

For Junior Phase Activities: Inform office by 12:00

For Senior Phase Activities: Inform office by 13:00

The changes to the Sport Programme for that day are recorded on iText.

Wet weather:

If there will no longer be any educational value to continue with outside activities due to rain, wet fields or courts, the activity

If it is raining at the above time, and the forecast predicts continued rain for the afternoon, cancel the activity.

If intermittent showers are present and the forecast predicts that periods of clearing could be experienced, the activity should continue.

If the grounds man feels that the fields and courts are not suitable for use due to excessive water or damage on them, the activity should not take place on the fields, but an alternative arrangement should be made.

Hot weather:

No activity should merely be cancelled due to excessive heat. Preventative measures should be taken to avoid excessive exhaustion and dehydration. The wearing of caps / hats, sunscreen and regular drinking of water together with periods of rest in shady places must be encouraged.

If the humidity level is so high that unnatural dehydration is possible, the activity must be cancelled.

In the event where an activity is cancelled, the learners who cannot go home at school closing time, must be supervised in a classroom until the ending time of the activity. Other forms of preparation for an activity should also be considered instead of simply canceling an activity.

12 Dress Code

The dress code for learners is clearly set out in the Code of Conduct. Where special garments are made for teams, tours or activities, samples have to be approved by the Clothes Committee. Colours should match those as set out in the Code of Conduct. Educators must be dressed according to the Dress Code for Educators.

13 Transport of learners in school buses

It is the responsibility of the particular educator to ensure that all participants of an activity reach the venue for the activity. Should the learner be unable to reach the venue by own means, school transport must be made available to him\her. Parents are to be informed if private transport is used.

Any staff member driving a school bus must be in the possession of a valid Professional Driving Permit (PDP). Even though every effort will be made to keep the buses roadworthy and safe, the driver must do a pre-trip check of tyre pressures and fuel levels. Buses must be checked on a regular basis to ensure roadworthiness as well as service records kept up to date.

Eating in the buses is not permitted and buses are to be returned in a clean state.

14 First Aid

Suitable First Aid must be available at all practices, matches and competitions. Regulations, as stipulated by a code's regulating union, must be adhered to. Immediate action must be taken and follow up by the coach is expected. The principal and class teacher must be informed of injuries referred to hospital.

No learner may participate in an activity until he/she has fully recovered from an illness or injury. The treatment of injuries where blood is present must be dealt with in accordance to the school's AIDS policy.

An ambulance will be present at all home rugby games. The Head of a Code needs to enquire with opposing teams what first aid will be available at away matches.

15 Conduct

The school Code of Conduct applies during all activities. Learners who disobey school rules must be dealt with according to the school's discipline policy. Appropriate behavior on and off the field/court must be encouraged at all times. Coaches are expected to create an ethos of sportsmanship at all times. No coach, parent or learner should be permitted to display gamesmanship. KPS is gracious in victory and accepts defeat. We do not indulge in a culture of blame and will at all times be worthy opponents.

The school code of conduct covering sport is:

Code of Conduct for Players

- ✓ Play according to the rules and never question an umpire's decision. Leave any queries to your coach or team captain.
- ✓ Control yourself at all times – never lose your temper with your opponents or fellow team mates.
- ✓ Maintain a high work rate! This will benefit both you and your team.
- ✓ Show respect to all players on the field.
- ✓ Be sporting – acknowledge good play of both your team mates and opponents.
- ✓ Play for the love of the game – not for the pleasure you think it gives your parents and coach.

Remember: The aim of sport is enjoyment and to develop your skills.

Code of Conduct for Parents

- ✓ Children learn best from example set to them.
- ✓ Children must never be forced to participate in any sport code. Children should be playing sport for their personal enjoyment, not their parent's.
- ✓ Never humiliate or shout at your child if he/she makes a mistake on the field or loses a match.
- ✓ Encourage your child to play according to the rules and to co-operate with coaches and umpires.
- ✓ Continually reinforce the fact that it is just as important to play your best as it is to win.
- ✓ Change losing into winning: help your child develop his/her skills and develop a spirit of sportsmanship.
- ✓ Acknowledge all good play, no matter from which team.
- ✓ Show respect for the opposing team, after all, without them there could be no match!
- ✓ Set an example, Please refrain from swearing or insulting coaches/umpires publicly.

- ✓ Acknowledge and support our volunteer coaches and umpires. They are offering their time and expertise for the good of the game.
- ✓ Not every child is a future springbok, some children are simply participating in organized sport.
- ✓ Aggression/violence on the field will not be tolerated under any circumstances.
- ✓ Appointments need to be made with the coach to discuss any sporting issues they might have.

Learners, who repeatedly do not uphold this ethos, should be dealt with firmly. Consequences:

1. Verbal warning and counseling of the child.
2. Child is dropped or suspended if behavior continues and a discussion is held with the parents and child.

Parents, who repeatedly do not uphold this ethos, should be dealt with firmly. Consequences:

1. Parents will be asked to leave the playing area.
2. In the parent continues, their child is dropped or suspended if behavior continues and a discussion is held with the parent.

16 Budgets

These must be completed according to school policy. Care must be taken to ensure that sufficient money is allowed for the running of the code and over-spending must be avoided at all times.

17 Equipment

The buying of new equipment must be done according to the school's financial policy.

Care must be taken of all equipment. New equipment must be added to the school's assets register. Repair of damaged equipment needs to be followed up on and budgeted accordingly. Where appropriate, as determined by the Head of a Sporting Code, a register is to be kept in which entries covering the removal and return of items can be recorded.

18 Refreshments

Learners: each learner will receive refreshments

Educators: each code will supply refreshments for their code

Functions: each code will budget for their specific functions

19 Referee of 1st Team Games

Where possible outside / different umpires should referee / umpire first team games.

20 Parent Involvement

Parents are not to be involved with their child's team (coaching, umpiring). (refer also section on Conduct - 15)

21 School sport versus club/outside sport

School sport comes first. Timely notice must be given of weekend sport. (A term sport notice must be sent out at the beginning of the season.)

22 Sport policy

Any recommendation regarding the sport policy is to be presented in writing to the Head of a Sporting Code, who will forward it to the Governing Body for ratification, if deemed appropriate.

Addendums:

- A. Sportsmanship Award form
- B. Sportswoman/ Sportsman Award form
- C. Sponsorship Policy

Addendum A:

SPORTSMANSHIP

NAME: _____

- | | |
|---|--------------------------|
| 1. All-rounder at first team level
_____ | <input type="checkbox"/> |
| 2. Level of commitment in each (2 points)
_____ | <input type="checkbox"/> |
| 3. Not guilty of gamesmanship | <input type="checkbox"/> |
| 4. Gracious in defeat | <input type="checkbox"/> |
| 5. Humble in victory | <input type="checkbox"/> |
| 6. Worthy opponent | <input type="checkbox"/> |
| (1,3,4,5,6 = 1 point each) TOTAL | <input type="checkbox"/> |

Addendum B:

TOP SPORTSWOMAN / SPORTSMAN

NAME: _____

- | | |
|---|--------------------------|
| 1. School first team (1 point / team)
_____ | <input type="checkbox"/> |
| 2. School first team captain (1 point / team)
_____ | <input type="checkbox"/> |
| 3. Western Province Colours, participating at:
Interprovincial level (2 points) _____ | <input type="checkbox"/> |
| Regional level (1 point) _____ | <input type="checkbox"/> |
| 4. Western Province Captain (1 point)
_____ | <input type="checkbox"/> |
| 5. Special achievements (Victor/Victrix Ludorum,
Player of the tournament, records broken) 1 point | <input type="checkbox"/> |
| 6. South African Colours (3 points)
_____ | <input type="checkbox"/> |
| TOTAL | <input type="checkbox"/> |

Addendum C:



STEPS FOR SPONSORSHIP

- Speak to Head of Sport before accepting a sponsorship.
- Discuss clearly with the sponsor what you are wanting. Explaining what they will get for their sponsorship (e.g. bulletin coverage, banners placed at matches ...)
- Inform the sponsor in writing what the cost per item will be, as well as the total cost including VAT. (Remember to include all printing/embroidery costs per item as well.)
- Get the sponsor to sign the sponsorship information and return it to you. Give the letter to Mrs Lloyd to file.
- Get the printer / embroiderer to make a sample of the logo and show it to the sponsor **before** anything is done.
- Once the logo has been okayed and signed off, go ahead with the sponsorship.
- Receive payment from the sponsor before printing / embroidery.