

## BOSTON PRIMARY SCHOOL

### SPORT AND CULTURE / ENRICHMENT POLICY

#### 1 AIM

The aim of the Sports and Culture Programme at Boston is to provide opportunities for our learners to participate in activities that will lead to the holistic development of our learners.

The purpose of this policy is to regulate the delivery of school sport consistently for all learners, irrespective of ability, in an age-appropriate and/or grade appropriate way, based on the principle of equity and access.

Sport and culture at Boston will be guided by the following values:

- A school sport environment that promotes healthy living and lifelong participation within a sporting culture.
- Maximum participation
- Equal access to opportunities for all learners subject to codes that are offered
- Emphasizing the importance of a healthy body and a healthy mind
- Participating while showing respect and humility
- To foster pride, honour and loyalty in our learners through properly organised, managed and coordinated school sport programmes

#### 2 ELECTIVES OFFERED

All electives offered are reviewed annually and subject to change based on the needs of the School. Summer and Winter Elective Menus will indicate the Codes offered.

##### Summer Codes (Term 1 & 4):

Boys	Girls
Athletics (U9 to U13)	Athletics (U9 to U13)
Chess (U9 to U13)	Chess (U9 to U13)
Cricket (U10 to U13)	Gymnastics (Grade 3 to 7)
Gymnastics (Grade 3 to 7)	Jnr Choir (Grade 2 to 4)
Jnr Choir (Grade 2 to 4)	Mini-Cricket (U8 to U9)
Mini-Cricket (U8 to U9)	Mini-Netball (U7 to U8)
Mini-Tennis (U8)	Mini-Tennis (U8)
Snr Choir (Grade 5 to 7)	Snr Choir (Grade 5 to 7)
Speech and Drama (Grade 3 to 7)	Soccer (U9 to U13)
Swimming (U10 to U13)	Speech and Drama (Grade 3 to 7)
Tennis (U9 to U13)	Swimming (U10 to U13)
	Tennis (U9 to U13)

##### Winter Codes (Term 2 & 3):

Boys	Girls
Chess (U9 to U13)	Chess (U9 to U13)
Cross-Country (U9 to U13)	Cross-Country (U9 to U13)
Hockey (U9 to U13)	Gymnastics (Grade 3 to 7)
Jnr Choir (Grade 2 to 4)	Hockey (U9 to U13)
Mini-Hockey (U8)	Mini-Hockey (U8)

Mini-Soccer (U8)	Mini-Netball (U7 to U8)
Snr Choir (Grade 5 to 7)	Mini-Soccer (U8)
Soccer (U9 to U13)	Soccer (U13 Only)
Speech and Drama (Grade 3 to 7)	Speech and Drama (Grade 3 to 7)
Tennis (Squad Only)	Tennis (Squad Only)

### **3 SPORTS EQUIPMENT**

- 3.1 The School will make provision for some equipment which are mainly for team sports.
- 3.2 Individual sports equipment such as tennis racquets, hockey sticks, practice balls, personal safety equipment (ball boxes, shin pads & gum guards, etc.) is the responsibility of the parent. All personal equipment to be labelled.
- 3.2 The School, private coaches or teachers will not be held liable for any loss, theft, or damage of learners' sports equipment.
- 3.3 Learners who do not have the correct equipment may not be allowed to participate in that sport on a particular day. If a learner is found not to have the correct equipment for three consecutive occasions, the learner will be removed from the elective and placed in another elective.
- 3.4 All sports equipment belonging to the school must be treated with respect. Deliberate damage or theft of equipment will not be tolerated.
- 3.5 All coaches and teachers of a sport are responsible and accountable for the care and safe storage of the equipment. Any loss due to negligence on the part of the teacher or coach will need to be replaced by that coach or teacher.
- 3.6 The code co-ordinator is responsible for the purchase and maintenance of the sports equipment for a particular code.
- 3.7 The code co-ordinator is responsible for the inventory (stock) of their particular code.
- 3.8 All damaged and obsolete equipment must be written off and this recorded on the inventory list. This list must be submitted to the Disposal Committee.

### **4 DRESS CODE FOR LEARNERS**

- 4.1 All learners are to use the regulation sports uniform for the determined sports activity. Learners who are unable to use the sports uniform for a particular activity must inform the coach via a letter from the parent/guardian.
- 4.2 Learners representing the School in matches must wear the required sports kit as stipulated by the code requirements.
- 4.3 All safety wear must be worn as directed by the coaches and as required by the rules of the sporting code. Failure to comply would result in the learner being excluded from said activity.

### **5 DRESS CODE FOR COACHES / TEACHERS**

- 5.1 All coaches are to wear sports clothes (tracksuits/shorts, leisure shirts, takkies) when coaching.
- 5.2 The official Boston tracksuit and leisure shirt should be worn by all Boston teachers.

5.3 For matches, the regulation dress code as stipulated by the requirements of a particular sports code should be adhered to.

5.4 Coaches are not allowed to coach in jeans or casual clothing.

## **6 EMPLOYMENT OF COACHING STAFF**

6.1 All coaches employed by the School should have the following:

- Appropriate qualification and / or experience coaching that particular sport.
- Studying towards a qualification in that sport
- A valid driver's licence
- Over the age of 18 years old
- A police clearance

6.2 The recruitment and employment of coaches is the responsibility of the Code Coordinator in conjunction with the Sports Co-ordinator

6.3 All coaches are required to sign a contract with the School.

## **7 MANAGEMENT OF COACHING STAFF**

7.1 All coaches are directly managed by the Code co-ordinator

7.2 The Code co-ordinator must inform the sports co-ordinator of any changes to coaching staff.

## **8 PAYMENT OF COACHING STAFF**

8.1 The Code co-ordinator collates all payment slips, checks against the register and signs off.

8.2 The Sports co-ordinator verifies payments and signs off register and hands to finance office.

8.3 Finance secretary effects payment as soon as all payment forms have been verified.

8.4 All payments are done via EFT, unless there are exceptional circumstances when payment will be made in cash. This amount should not exceed R600.00.

## **9 POLICY DURING INCLEMENT WEATHER**

9.1 In the event of inclement weather, the School makes the decision whether to proceed or not at 12:00. Should activities or matches be cancelled, the School will inform parents thereof by means of an alert via the School Communicator.

9.2 The cancellation of away matches is at the discretion of the 'away' school. Their decision may only be conveyed later than 13:00 and will be placed as an alert on the School Communicator.

9.3 Learners are encouraged to keep stay hydrated, wear sunscreen and Boston Peak Caps/Hats during the Summer months.

## **10 TOURNAMENTS / COMPETITIONS / EISTEDDFODS**

10.1 Parents of learners representing the School in matches, tournaments and competitions will be informed via a letter with an attached reply slip granting permission for the learner to participate.

10.2 Once parental permission has been granted, it is expected that the learner shows up on time for their respective matches or tournament.

- 10.3 All learners attending such matches or tournaments are under the supervision of their respective teachers or coaches.
- 10.4 Parents may not interfere with team selection, tactics or any other matter relating to the team.
- 10.5 Learners who do not show up for a match or tournament may jeopardize their chances of being selected to represent the School for future matches / tournaments.
- 10.6 No player may leave the venue before the match / tournament has ended.
- 10.7 All transport arrangements to away matches or tournaments will be arranged by the code co-ordinator. Parents will be responsible for transport arrangements for tournaments held on weekends.
- 10.8 All learners will be dropped off at the sports fields after away matches / tournaments.
- 10.9 Due to the large numbers, learners may be transported in the School's vehicles, teacher's private vehicles or share lifts with other learner's parents.

**11 ABSENCE FROM ACTIVITIES**

In the event of a learner being unable to attend his/her activity, parents are required to inform the Class Teacher in writing. Learners who do not attend their chosen electives without written consent from their parents will be issued with a Disciplinary Letter.

**12 ROLES AND RESPONSIBILITIES OF STAKEHOLDERS**

STAKEHOLDERS	ROLES AND RESPONSIBILITIES
1. SGB (School Governing Body)	<ul style="list-style-type: none"> <li>• Draw up the budget and provide funding for Sport and Culture programme;</li> <li>• Maintain physical infrastructure for sport and culture;</li> <li>• Ensure that educators are supported;</li> <li>• Participate in selecting and approving school sport codes in line with the School's priorities;</li> <li>• Participate in the compilation of the School Sport policy and the School Sport implementation plan;</li> <li>• Support and monitor school sport activities;</li> <li>• Take cognisance of diversity, promote social cohesion and inclusivity in an enabling environment;</li> <li>• Source funding.</li> </ul>
2. Principal and the SMT (School Management Team)	<ul style="list-style-type: none"> <li>• Ensure that Sport &amp; Culture programme is implemented within the School day;</li> <li>• Ensure that the school sport policy and the school sport plan is developed and implemented;</li> <li>• Use school sport as a vehicle for social cohesion;</li> </ul>

	<ul style="list-style-type: none"> <li>• Report to the SGB and department on school sport matters and activities;</li> <li>• Ensure the election of a sport coordinator and committee at the school;</li> <li>• Monitor and promote the Sport and Culture programme;</li> <li>• Ensure that educators are supported in offering school sport activities;</li> <li>• Participate in the compilation of the individual school's sport policy and the school sport plan;</li> <li>• Determine the school's sport programme and the calendar at school;</li> <li>• To form partnerships for in order to develop school sport.</li> </ul>
3. School Sport Administrator	<ul style="list-style-type: none"> <li>• Draft the school sport policy for the school;</li> <li>• Draft the school sport calendar with elective menus for Summer and Winter;</li> <li>• Coordinate the implementation of all school sport and culture activities;</li> <li>• Draft the budget for sport;</li> <li>• Oversee the employment of private coaches.</li> </ul>
4. Sports Co-ordinator	<ul style="list-style-type: none"> <li>• Recommend sport equipment and implements to be bought by the school;</li> <li>• Assist coordinators with the following: transport arrangements, purchasing of equipment, team selection, inter-house events, managing the sports fields and equipment, phoning, emailing and confirming matches, organizing of tournaments or sports tours;</li> <li>• Liaising with the Sports Administrator and SMT;</li> <li>• Monitor the Sport and Culture programme;</li> <li>• Assist with management of private coaches;</li> <li>• Verify Coach registers for payments;</li> <li>• Assist with the employment of coaches;</li> <li>• Arrange training/workshops etc to upskill coaches.</li> </ul>
5. Code Co-ordinator	<ul style="list-style-type: none"> <li>• Implement school sport activities within the plan;</li> <li>• Encourage rotation in selection of players for matches;</li> <li>• Manage coaches;</li> </ul>

	<ul style="list-style-type: none"> <li>• Responsible for the inventory (stock) of their particular code;</li> <li>• Check and verify that coaches have signed the register and attended coaching sessions before payment;</li> <li>• Inform sports co-ordinator when coaches are absent – preferably before 10am;</li> <li>• Responsible for managing all registers.</li> </ul>
6. Educators/Coaches	<ul style="list-style-type: none"> <li>• Implement school sport activities within the plan;</li> <li>• Attend workshops to upskill themselves;</li> <li>• Make transport arrangements for matches;</li> <li>• Take registers, determine why learners are absent and follow up with a letter to parents when learners are absent or abscond;</li> <li>• Support, nurture and progressively develop talent in learners;</li> <li>• Must avail themselves for extra-curricular activities in pursuance of IQMS (Integrated Quality Management System) performance standard 7.</li> </ul>

This policy will be reviewed annually and adjusted accordingly