



Holy Cross Primary School Sports Policy

Reviewed: January 2019

Contents

1. General Aims of the Sporting Programme

1.1 Foundation Phase Aims

2. Participation in the Sporting Programme

2.1 Grade 0 Learners

2.2 Grade 1 and Grade 2 Learners

2.3 Grade 3 to Grade 7 Learners

2.4 Swimming

2.5 Staff Participation

2.6 Parents' Participation

3. Codes of Conduct

3.1 Learners' Code

3.2 Parents/Spectators Code

3.3 Staff and Coaches' Code

4. Extra-Curricular Activities Offered

4.1 School Sporting Activities (Grades 3 - 7)

4.2 Inter-House Activities

5. Sports Practices and Fixtures

5.1 Absence from Sports Practices and Fixtures

5.2 Commitment to and termination of a sport code

6. Inter-School Fixtures

7. Team Selection

8. Sports Tours

9. Area Trials

10. Colours and Awards

11. Coaching

12. Equipment and Facilities

13. Sports Kit

13.1 Sportswear for girls

13.2 Sportswear for boys

14. Transportation

15. Refreshments

16. Weather and Cancellations

17. Health and Safety

18. Attachments:

18.1 Attachment One: Sports Awards Policy

18.2 Attachment Two: Disciplinary Procedures

1. General Aims of the Extra-Curricular Programme

At Holy Cross Primary School, extra-curricular activities are considered to be an important dimension of a balanced, holistic educational programme for primary school learners. All learners are encouraged to participate in a range of sporting and cultural activities. It is our aim that, through these activities, learners will be given the opportunity to:

- Experience the enjoyment that can be derived from participating in these activities.
- Explore their mental and physical abilities and develop these to their individual potential.
- Develop the self-discipline and positive attitudes required to participate effectively in structured, purposeful activities.
- Develop the social skills required to participate effectively in team based activities.
- Experience age appropriate levels of competition.
- Develop self-confidence and increased self-esteem.
- Learn to give of their best at all times and persevere in all situations.
- Learn to win graciously and accept loss without complaint or excuse, acknowledging good play by both team mates and opposition players.
- Develop a range of basic skills that will enable them to participate in various disciplines in the future.
- Value a healthy lifestyle and encourage a lifelong interest in various sporting and cultural activities.

1.1 Foundation Phase Aims

Acknowledging the specific needs of our younger learners, our Foundation Phase Sports Programme also incorporates the following aims:

- To experience the enjoyment that can be derived from participating in physical activities.
- To develop physical fitness, muscle tone and co-ordination.
- To experience a wide range of sporting activities.
- To acquire some of the basic skills required for participation in the various sporting and cultural activities offered in the higher grades.

2. Participation in the Sporting Programme

The sporting programme is an integral part of school life at Holy Cross Primary School. All learners are expected to participate in the sporting programme, within their respective age groups. The only exception to this is Grade 1 learners, who being new to the school need to remain with their peers for educational reasons. Learners are allowed to participate within a higher age group but not vice versa. Learners who are home schooled or from other schools will not be allowed to participate in the sports programme offered by Holy Cross Primary.

2.1 Grade 0 Learners

Gross motor activities are included in the academic programme for Grade 0. As such, physical education lessons are incorporated into the weekly programme for Grade 0 learners.

2.2 Grade 1 and Grade 2 Learners

All Grade 1 and 2 learners are expected to participate in the school extra mural programme. The sports programme includes cricket, rugby, netball, athletics, swimming, tennis and hockey. These sporting activities involve practices twice a week with matches at home or away, played during the week or on Saturdays.

Learners may participate in more than one sport per season. Learners are permitted to miss a practice in order to participate in another sport or inter-school fixture. Learners, who participate in more than one sport, must inform their coaches. Their absence, in this case, will not affect their position in the team.

Grade 1 and 2 learners must be encouraged and assisted to:

- Participate in their chosen sporting code(s);
- Learn the rules of such codes(s);
- Develop the basic skills involved in such code(s);
- Develop and exhibit good sportsmanship and
- Have fun on the sportsfield.

Team selection is at the discretion of the coaches of any code, who may select players for a team based on ability, but must ensure that all learners who participate are afforded an opportunity to play for a selected team during the course of the season.

2.3 Grade 3 to Grade 7 Learners

All Grade 3 to Grade 7 learners are expected to participate in a minimum of two afternoons of extracurricular activities per week. Most sports have two practices per week and inter-school fixtures are arranged on weekdays or Saturdays where possible.

Learners may participate in more than one sport per season. Learners are permitted to miss a practice in order to participate in another sport or inter-school fixture. Learners, who participate in more than one sport, must inform their coaches. Their absence, in this case, will not affect their position in the team. Club swimmers are expected to attend a minimum of one practice per week in order to be selected for the school swimming team.

2.4 Swimming

Swimming sessions for all learners form part of the Physical Education programme and occur during school hours. During the class PE sessions, all children will be tested on water safety and receive lessons according to their ability.

The school also offers swimming as an extra-curricular activity after school hours. There are three different sessions:

- Grade 1 and 2 swimming
- Grade 3 to 7 swimming
- Grade 3 to 7 squad swimming

The following criteria would qualify learners to take part in swimming as an extra-curricular activity at the school:

- Children must be water-safe (be able to float and swim at least one width)
- Children will be assessed during PE lessons and parents will be notified if their child qualifies to participate in extra-curricular swimming at the school.

Learners who are not water-safe yet and do not qualify for swimming as an extra-curricular activity, will continue to receive support during class swimming. Although they benefit from these

sessions, it is not a replacement for professional swimming lessons. For our non-swimmers, we strongly recommend additional one on one or small group support.

2.5 Staff Participation

All academic staff members are expected to participate in a minimum of two afternoons of extra-curricular activity per week. These may be sporting or cultural activities, according to what is required. In addition, staff members will be requested to assist with the running of certain home fixtures, such as galas and athletics meetings. All staff members are expected to assist with inter-house events such as galas and athletics days.

2.6 Parents' Participation

Parents are invited to become involved in the coaching of various sporting activities, according to the needs of the school. Where needed, parents may be asked to help with officiating as well. Parents may be requested to assist with transport to and from fixtures and are encouraged to support learners at inter-house and inter-school fixtures.

3. Codes of Behaviour

3.1 Learners' Code

- Participate for the enjoyment of it.
- Attend all practices and matches
- Provide a letter from parents when being excused from a sport or inform a coach personally.
- Take care of all school and personal sporting equipment and assist coaches in putting equipment away after practices and matches.
- Put your best effort into all practices and matches.
- Be punctual and show commitment to fellow team members.
- Wear the correct uniform to practices and matches at all times.

- Learn and play by the rules.
- Show respect for the officials - Never argue with the officials even if you disagree with their decisions. Always greet officials, coaches and staff members and thank all those involved after a practice, match or cultural activity, including those providing refreshments.
- Show respect for your team mates and opponents. Encourage the efforts of your team mates and accept mistakes without comment or blame.
- Show respect for your opponents. Demonstrate good manners and sportsmanship at all time. Applaud all good play, whether by your own team or by your opponents.
- Maintain the school's reputation for fair play at all times.
- Demonstrate good sportsmanship in both winning and losing. Demonstrate humility in victory, as opposed to showing off or displaying arrogance. Accept defeat without embarrassment or excuse.
- Commitment to a particular sport should be for the entire term.

3.2 Parents/Spectators Code

- Encourage learners to participate fully in the extra-curricular programme.
- Remember, children are involved in sport for their enjoyment, not yours.
- Encourage your child to learn and play by the rules and observe the learners' code of conduct.
- Ensure that your child owns and wears the correct uniform at all times.
- Ensure that your child is punctual and timeously collected where necessary.
- Communication of any concerns or issues are to be directed through the coach first and then the sports coordinator. The sports coordinator will determine if whether the Head of Sport or the Principal needs to get involved.
- Accept your child as an individual with his or her own interests and abilities. Encourage your child to select activities in which he or she is interested.
- Support their efforts in these activities. Help them develop their skills, self-confidence and a positive attitude. Avoid criticising their mistakes and only speak positively about the activity, staff, officials and teams to your child (or in the presence of your child).
- Do not interfere with sports matches. Do not enter the field of play, shout instructions or criticise from the side-lines, or question the judgement or honesty of the officials.

- Demonstrate good sportsmanship - teach by example, applaud good play by your team and the opposing team. Remember that the opposition are just other people's children, not the enemy.
- Never use offensive or threatening language.
- Respect the opposition players and coaches.
- Respect the value of our coaches, from teachers to parents to students. They give both their time and resources to facilitate a wide and varied extra-curricular programme.
- Respect the coach's decision in both team and positional selection.
- Teach your child that honest effort is more important than victory, and to accept the result without any undue arrogance or disappointment.
- Teach your child the value of sportsmanship and fair play.
- Whenever possible, support your children by attending sports matches.
- Disciplinary procedures relating to parents or spectators are referred to in attachment two.

3.3 Staff/Coaches/Umpires Code

- The educational experience of each child in your care is equally important. Every effort must be made to ensure that all learners, irrespective of ability, enjoy a positive experience.
- Be punctual at all times
- Be appropriately dressed at all times
- Take the responsibility for your team's behaviour.
- Ensure that your team is well prepared for matches.
- Assess players and their ability levels on a regular and on-going basis.
- Keep a record of team members, results and progress.
- Teach your players the skills required in the game or activity, and assist each child to develop to their potential.
- Teach learners what the rules of the game are, and teach them to play according to the rules and spirit of the game.
- Develop the players respect for their own team members, for opponents, as well as for referees, umpires and opposition coaches.
- Insist on fair play, and don't tolerate foul play, fighting or foul language.

- Be reasonable in your demands on young players' time and energy; remember that they have other interests and responsibilities.
- Ensure that your team selections are transparent and fair to all players.
- Encourage learners to do their best at all times, persevere in adversity and accept both victory and defeat with good grace. Do not permit excessive celebration or showing off in victory, or complaint or excuses in defeat.
- Act with sensitivity when relegating any player to a lower team and provide the player with reasons for the decision.
- Ensure that all equipment used is in working order and is age appropriate.
- Ensure that all activities are appropriate according to learners' ages and skill levels.
- Insist that learners behave according to the learners' code of conduct.
- Make every effort to protect the health and safety of learners at all times. Do not permit dangerous play and follow the advice of a doctor in determining when an ill or injured player is fit to participate again.
- Remember that children need a coach they can look up to and respect and, as such, the coach must be patient, generous with his praise and set a good example to all.
- Make a personal commitment to keep updated on the latest coaching principles.
- Disciplinary procedures relating to staff and coaches are referred to in attachment two.

4. Extra-Curricular Activities Offered

4.1 School Sporting Activities (Grades 1 – 7)

The sporting programme is divided into two sporting seasons, namely a summer and a winter sports season. The summer sporting season comprises the first and the last term, while the winter sporting season comprises of term two and three. In the summer sporting season, the focus is on athletics, swimming and cricket while in the winter season the focus is on hockey, rugby and netball. Tennis, chess and horse riding run throughout the year. Although horse riding lessons and competitions are not offered by the school, learners compete against other schools for Holy Cross.

All school sports, with the exception of equestrian events and sports tours, are offered at no extra cost to parents. Parents are, however, responsible for the purchase of the correct sports kit and each learner's personal sporting equipment.

4.2 Inter-House Activities

Inter-house competitions are organised for swimming and athletics. The inter-house junior and senior Galas are held separately, during the course of a school day in the first term. Junior and Senior Inter-house athletics meetings are held in the first term and take place on a Thursday or Friday. Attendance is compulsory for all learners from Grade 1 to Grade 7. Participation in these events is expected, but exceptions are considered on an individual basis. However, all learners are encouraged to take part and will earn points for their houses for participation.

5. Sports Practices and Fixtures

5.1 Absence from Sports Practices and Fixtures

Whenever possible, learners are expected to inform coaches if they are unable to participate in practices or know that they will not be available to participate in matches. Learners who are booked off sport will not be permitted to participate in sport until they are given medical permission to do so. If learners are kept at home for medical reasons on the day of a match, it is expected of parents to notify the school. Learners who are too sick to attend school or who have stayed at home for any other reason will not be permitted to play in matches or attend practices in the afternoon. Learners who are absent on a Friday will also not be permitted to play in matches on the Saturday, unless a valid written notification has been

given by the parents. Learners who fail to excuse themselves or produce a letter from their parents will not be considered for the following match. Learners are not allowed to excuse fellow learners from a practice or a fixture.

5.2 Commitment to and termination of a sport code

When learners commit themselves to a particular sport code, it must be for a minimum period of one calendar term. Learners may not end their commitment to a sport code themselves, without consulting their coaches and parents. Should the circumstances of the learner change and he or she can no longer participate in the sport code, a valid written notification must be submitted by the parent. In such an instance, the learner will relinquish his or her privilege to represent the school team in whatever context.

6. Inter-School Fixtures

Holy Cross Primary School participates within the local schools league in the Southern Cape area. The schedule for match fixtures, including opposition, dates and venues are determined by the various leagues. Additional fixtures may be organised by the sports coordinator. This includes matches for B teams where possible. Participation in equestrian events is organised by the George Riding Club.

An overview of match fixtures, where possible, is included in the term calendar. Learners selected to participate in matches will receive letters informing parents of the date, time and venue for matches.

Where matches take place on practice days, all efforts will be made by the school to accommodate the remaining players for a practice. This is not always possible due to unavailability of staff or fields.

7. Team Selection

Team selection is at the discretion of the coaches of any code, who may select players for a team based on ability, but must ensure that all learners who participate are afforded an opportunity to play for a selected team during the course of the season.

7.1 Grade 1 and 2

In Grade 1 and 2, the emphasis is more on participation. Two teams may be selected for matches depending on the number of children participating. If only one team can be filled, other players will be selected on a rotational basis, allowing all learners the opportunity to play, irrespective of their skill levels.

7.2 Grade 3 to 7

The emphasis in the older age groups is on participation and excellence. Wherever possible, all learners wishing to participate will be given an opportunity to play. At under 9 -13 level, the focus is more towards excellence rather than participation. Therefore, at under 9-13 level, A teams are selected according to merit. However, participation is still emphasised and B and C team matches are organised where possible. Where numbers are low, learners may be asked from a junior age group to fill in, but never in the place of an age appropriate learner.

Pupils, where possible, need to attend two practices per week to be entitled to be selected for teams to play in matches. However, due to unavoidable clashes on the sports timetable, pupils can still be selected for teams if they attend only one practice per week and provide the coach with a valid reason as to why they can't attend both practices.

Pupils may be withdrawn from selection for future festivals and matches if they do not abide to the learners' code of conduct or arrive timeously for matches and festivals they are selected to play in.

The coaches are responsible for selecting teams and for assigning positions of play. Teams and positions within teams may change in the course of a season as players develop or due to the absence of players.

8. Sports Tours

An annual Hockey tour, catering for both u13 boys and girls, is arranged by the School. Holy Cross Primary School is open to playing sports fixtures against touring schools. Parents may be asked to host players from touring groups.

9. Area Trials

Learners demonstrating exceptional skills are selected by the school to participate in area/zone trials. Selection of these learners is done by the coach in charge of the respective sports and age groups. Currently, area trials are held in the following sports: cricket, netball, swimming, hockey, rugby, athletics, tennis and chess. Participation in these trials is voluntary.

Learners who participate in club sports may be selected for trials by their clubs. Where school activities and trials clash, special arrangements will be made to transport players to their trials. School sport must take preference.

10. Colours and Awards

While the general emphasis of the sporting programme is on participation, achievement in sport is recognised through the awarding of colours in various sports and the presentation of sports awards at the end of the year prize-giving.

Colours, in the form of a scroll, are presented by the school to all learners, regardless of age, who are awarded their SWD colours. This is done during Monday morning assemblies

Criteria for sports awards presented at the end of the year are contained in **Attachment One**. This includes the awards of Victor and Victrix Ludorum for athletics and swimming, and sportsman and sportswoman of the year.

Achievements of learners participating in sports events outside of school are also recognised at Assemblies. It is the learners' and parents' responsibility to inform the school of these achievements.

11. Coaching

Where possible, the coaching of school sport will be done by the academic staff. However, this is not always possible and parents and outside coaches are invited by the school to fulfil the necessary coaching requirements. However, it must be pointed out that the school's ethos and values are continued in the sporting programme, and are displayed, promoted

and encouraged by the coaches, regardless of whether they are teachers or not. Parent coaches will be allocated at the discretion of the Head of Sport.

Where teachers are involved, it enhances the relationship between staff and learners by allowing staff to interact with learners in a different setting and, thus, gain a broader understanding of their learners. In addition, it allows staff to interact with a wider range of children, including children from various grades.

Where possible, staff will be sent on appropriate coaching and umpiring courses.

12. Equipment and Facilities

The school provides the equipment required for training and matches. Learners are, however, encouraged to buy personal sporting equipment in some sports, such as tennis racquets, hockey sticks, cricket bats and pads, etc.

All equipment provided is to be in good working order and the correct size for learners in each age group.

Sporting facilities such as fields, netball courts, the astro and the swimming pool are maintained as well as possible within the constraints of budget and manpower. The allocation and scheduling of sporting facilities is the responsibility of the sports coordinator.

Staff and coaches are to supervise the packing away of equipment into storerooms.

13. Sports Kit

13.1 Sportswear for girls

Tennis and Netball	Navy skorts School sport shirt White ankle socks White sport shoes
Hockey	Navy skorts School sport shirt Red socks with white stripe at the top Appropriate white sport shoes

	Gum guard and shin pads compulsory
Swimming	School costume Red swimming cap
Athletics	School sports shirt Navy shorts

13.2 Sportswear for boys

Cricket	Navy shorts School sports shirt Red socks with white stripe at the top
Tennis	Navy shorts School sport shirt Short white socks White sports shoes
Hockey	Navy shorts School sport shirt Red socks with white stripe at the top Appropriate sport shoes Gum guard and shin pads compulsory
Rugby	School rugby jersey Gum guard Navy shorts No shoes or boots required
Swimming	School costume/school ski pants and red cap
Athletics	School sport shirt Navy shorts

14. Transportation to Matches

The school buses are used for the transporting of learners to and from interschool fixtures and tournaments. Parents are also asked to assist with transport whenever possible.

15. Refreshments

The school provides refreshments for visiting teachers and officials attending tournaments hosted by Holy Cross Primary School. This is normally in the form of tea, coffee and snacks.

16. Weather and Cancellations

Practices and matches may be cancelled due to inclement weather or due to the condition of the playing surfaces. When possible, parents are informed by text message when sport is cancelled. It must also be pointed out that should it start raining at the start of a practice or fixture, that it is the decision of the individual coach to cancel the practice or fixture.

When practices are cancelled staff will be available to supervise those learners whose parents are not able to fetch them, until the time at which the practice was scheduled to end. Parents are asked to fetch learners after school if matches are cancelled.

Decisions regarding the cancellation of matches will be made by 12pm at the latest. This decision will be made by the sports coordinator in conjunction with either the principal or Head of Sport. Unfortunately, we have no control over decisions made at away schools.

In the case of a heat wave, outside school sport will be cancelled when the temperature reaches around the 35°C mark. With regards to swimming, swimming practices will be cancelled if the temperature of the swimming pool is less than 20°C.

17. Health and Safety

The safety of learners participating in sport is a priority. The following measures are to be taken to minimise the risk of sports related injuries:

- All staff and coaches will be trained in first aid and have access to first aid supplies.
- All equipment should be well maintained and the correct size for learners of each age group.
- Learners will be instructed how to use equipment and participate in the various sports in a safety conscious manner.
- Learners who are sick or too injured to participate in sport will not be permitted to play.
- Learners who have bee sting allergies will be required to have their medication readily accessible.
- Parents must arrange to have their children collected on time. The coach should be informed timeously if there is a problem in this regard.

ATTACHMENT ONE: SPORTS AWARDS POLICY

The following sports awards are recognized and awarded during the end of year prize giving. With the exception of those highlighted below, the awards are awarded by the relevant coaches in consultation with the sports coordinator and principal:

- Trophy for Chess
- Trophy for Girls Tennis
- Trophy for Boys Tennis
- Trophy for Best Junior Girl Swimmer
- Trophy for Best Junior Boy Swimmer
- **Victrix Ludorum for Swimming (See below)**
- **Victor Ludorum for Swimming (See below)**
- **Victrix Ludorum for Athletics (See below)**
- **Victor Ludorum for Athletics (See below)**
- Trophy for Junior Cricket
- Trophy for Senior Cricket
- Trophy for Junior Rugby
- Trophy for Senior Rugby
- Trophy for Junior Netball
- Trophy for Senior Netball
- Trophy for Girls Hockey
- Trophy for Boys Hockey
- **Trophy for Best Senior Girl All-Rounder in Sport (See below)**
- **Trophy for Best Senior Boy All-Rounder in Sport (See below)**

1. VICTOR AND VICTRIX LUDORUM (ATHLETICS)

These two awards are presented to the Grade 4-7 boy and girl athlete who achieved the most points during the annual Inter-house Athletics Day. These points are accumulated through the participation by the pupil in all the individual events, and do not include team events such as relays. These individual events include the following:

- Long jump
- 100m (or 120m)
- 75m
- 1200m

The points are accumulated by the learners as follows:

- First place: 5 points
- Second place: 3 points
- Third place: 2 points
- Fourth place: 1 point
- New record: +2 points
- Equal old record: +1 point

In the case where there is a tie between two or more learners, this award is shared. These two awards are presented at the annual Prize Giving held at the end of the year.

2. VICTOR AND VICTRIX LUDORUM (SWIMMING)

These two awards are presented to the Grade 4-7 boy and girl swimmer who achieved the most points during the annual Inter-house Swimming Gala. These points are accumulated through the participation by the pupil in all the individual events. These individual events include the following:

- Free style
- Breaststroke
- Backstroke
- Butterfly
- Individual Medley

The points are accumulated by the learners as follows:

- First place: 5 points

- Second place: 3 points
- Third place: 2 points
- Fourth place: 1 point
- New record: +2 points
- Equal old record: +1 point

In the case where there is a tie between two or more learners, this award is shared. These two awards are presented at the annual Prize Giving held at the end of the year.

3. BEST SENIOR ALL-ROUNDER IN SPORT (GIRL AND BOY)

These awards are presented to the grade 6 or 7 boy and girl pupil who has achieved the highest points total for participation and achievement in the school's sporting activities throughout the course of the current year. It does not take previous years into consideration, and excludes outside sporting activities.

The sporting activities would include the following cricket, tennis, swimming, hockey, netball, rugby, athletics and equestrian.

Points are awarded as follows:

- Participation : 1 point
- Member of school B team: 2 points
- Member of school A team: 3 points
- Selection for George Area Team: 4 points
- Selection for Provincial B Team: 5 points
- Selection for Provincial A Team: 6 points

In the case where there is a tie between two or more learners, this award is shared. This award is presented at the annual Prize Giving held at the end of each year.

ATTACHMENT TWO: DISCIPLINARY PROCEDURES

A. In the event of any child who:

- shows disrespectful and disruptive behaviour towards his peers, coaches, referees and opponents;
- undermines the Ethos of Holy Cross Primary;
- does not uphold the learners' code of conduct;

The following disciplinary procedures may apply, depending on the level of offence:

- Verbal/serious warning (Demerit – Gr. 6 and 7)
- Pupil isolated from group and parents informed
- Offence recorded by the coach and referred to Head of Sport/Principal
- Detention / Principal's Detention
- Suspension of pupil for up to a term from the sport code, including matches and tournaments
- Disciplinary hearing (SGB)

B. In the event of any parent, spectator, coach or official who:

- initiates physical contact or any type of physical or verbal abuse or intimidation;
- threatens any form of physical abuse toward any player, coach, spectator or match official;
- enters the field of play for the purpose of physically or verbally abusing or confronting any player, coach or match official;
- conducts him or herself in such a manner that brings the good name of Holy Cross Primary School into disrepute;

Such conduct which falls foul of the principles set out above should, in the first instance, be brought to the attention of both the sports Coordinator and the Head of Sport. They shall be entitled to make further investigations into the alleged incident and receive written or oral representations regarding the alleged incident as may be deemed appropriate in the circumstances.

Any person who is alleged to have contravened the principles set out above will be given an opportunity to present his or her position in relation to the alleged incident to the Head of Sport and Sports Coordinator within a period of seven days after being requested or invited to do so. If, after such representation (if any) has been made, the Head of Sport and the Sports Coordinator are of the opinion that further sanction is required or warranted, they

shall be entitled to refer the matter to a committee of the school governing body (which committee shall include the school principal and may be constituted specifically for considering such matter).

This committee shall be entitled to make such recommendations or take such action as the committee may deem appropriate in the circumstances. This may include the banning of the offending parent, spectator, coach or match official from attendance or participation of all Holy Cross Primary School sports events for a period not exceeding one school term.