

## Extra Curricular Policy

### Policy Statement:

Blackwater Community School (*BCS*) is committed to quality education of the students, that is both academic and non-academic activities. It as school is inclusive in its intake of students. It has positive procedures in place for good clear communication with the community around the school.

BCS has an open and holistic approach to the provision of education in this regard we offer a wide variety of extracurricular activities (ECA) including sport, social, music, literature etc. These activities provide the foundations for student development socially as well as personally.

It is our policy to give ECA the recognition that it deserves, ECA by its very nature is positive and extremely valuable to school life. ECA serves to complement and enhance the work done in the classroom.

### Policy Goals:

Ensure successful and positive implementation of the ECA policy as well as the activities themselves.

Provide all involved in ECA in the school clear understanding of the role of ECA as well as the procedures surrounding ECA (*See Attached*)

Enable students to get a rounded holistic education as well as encouraging the broader community to become more involved in the school

### Parental Involvement and Consent:

It is clear that his school has an excellent relationship with the parent s of its students as well as the wider community. Parents are at kept informed of matches and events in the school by the local newspapers and newsletters. Also at the beginning of the year parents are asked to signed their Children's PR books this includes general school rules and code of conduct this informs them as to what is expect of their child when they are away at events with the school.

Activities such as school tours have information nights and all students must have consent form signed in order to attend. A s has been stated in the PE SDP there is huge involvement of the community at the annual sports awards this once again highlights the huge links that is present in this school.

## Insurance

All students in the school have to sign and contribute to the school insurance this covers them in any event involving the school. The school itself has public liability insurance and all transport used for ECA are recognised coach services. We generally use the same service all the time, this business are one of the main forms of transport used to get to school. We ensure that the transport provider has full insurance and is recognised under the appropriate legislation.

As we are aware those involved in ECA are more at risk to injuries and have a greater need for insurance we as responsible leaders of ECA ensure first aid kits are always provided.

## Health and Safety:

It is vital that we as educators are aware of the health and wellbeing of our students and it should be priority for us. It is policy that every activity have their own first aid kit, that all parents are contactable (*ie up-to-date information and contact details are present*). The office and staff must be aware of those attending the event this is to ensure that all students are accounted for.

It is imperative that each individual involved in the teams or ECA are familiar with the health and safety policy of the school and of the PE Dept. There are accident forms available should they be required and in the event of an accident these forms must be filled out and copied (*One for student, one for file, one for teacher original to office file*).

## Behaviour and Discipline:

The behaviour and discipline procedures are the same as that of the school rules and code of conduct. The sanctions for breach of these are the same as that of school policy. The only exception to this is the school tour where by any breach of rules ends with pupil been sent home at expense of their parents, and then the school sanctions are put in place.

In case of school tour there is an information night informing both pupils and parents of the accommodation and itinerary of the trip. There is also in place agreed procedures for ECA (*See attached*). School uniform or school tracksuit must be worn to events unless otherwise stated. At all times the students must act with dignity and respect for the school, themselves and those they meet.

### Supervision:

All events are supervised at all times. It is apparent that those involved in ECA give up a huge amount of time and effort for the students. All of this time voluntary and this is the only way we can ensure the success of ECA as a school. It is clearly stated that in trips away from school 2 teachers must be present. At all times those involved are contactable by the school and are given first aid kits. Those involved in ECA are given first aid training. When involved with ECA it is important that those in charge appreciate that pupils are not be left unsupervised at any venue. It is also important that the teacher in charge is present with their team.

### Coordination and Planning:

In order for ECA to run smoothly there must be in place established procedures and clear protocol. All teachers involved must be aware of who the ECA coordinator is (*D O Neill*) and also the timetable in use. This will ensure that no 2 training session or activities will clash and at all times the best use of the facilities are in place.

ECA recruitment in BCS is easy as the teachers take activities that they are interested in or have experience in. Should 2 or more teachers be interested in the same area often the teams are divided among them in a rotation capacity. In the future it is the school aim to broaden all aspects of the ECA, but in particular areas such as debating, and alternative sports not available in locality. The school also aims to increase the numbers involved in ECA both teacher and pupils.

There are regular meetings of the ECA committee; this is all teachers involved in any ECA. This serves to highlight problems and affirm the good work that = ECA does for the school.

### Community use of facilities:

The facilities of the Astroturf and hall can be used at night, by the surrounding community. It can be book through the school or through Dave Murphy. He ensures that the hall or Astroturf is opened and that after the facilities are left in proper order.

BCS have a number of outside teams using these facilities, adult education, soccer teams, Cricket, badminton teams to mention a few. These people have their own insurance and as previously stated Dave Murphy assumes full supervision duties throughout the time. There is a copy of the booking in the office so that should school require the facilities they can also book it themselves.