



St Kilda Park Primary School

Out of Hours Sport Policy

STATEMENT OF PURPOSE

Out of School Hours Sport (OHS Sport) aims to encourage the participation of all students in a variety of sporting activities, develop sporting skills in our students, promote fun and enjoyment through sport and highlight the importance of fair play.

There are many opportunities for participation and involvement in a range of OSH Sport programs, at St Kilda Park Primary School (SKIPPS or the School), that rely on adult volunteers from the school community to coach, manage and support teams. Without the commitment of volunteers our children would not be able to participate in sports outside of school hours. Whilst the teams play under the School name, OSH Sport is not officially part of the school's curriculum or formal Physical Education Program.

This policy outlines the opportunities, responsibilities and commitment required by players, parents, organisers and spectators. It is a condition that all children and adults agree to abide by this policy when participating and assisting OHS Sports.

It is recognised by the School as providing a valuable addition to school life based on an understanding that OSH Sport:

1. Provides opportunities for all children to participate, regardless of ability, in regular team sport with others from the school and the community;
2. Develops children's sporting skills and appropriate sporting behaviour through their regular participation in training sessions and competition;
3. Develops children's social skills across and within age groups through working together in teams and engaging with other teams and schools;
4. Provides a safe environment for children to develop health and fitness that encourages a sense of personal achievement, identity and satisfaction;
5. Provides a fun way to further develop our school values of Kindness, Creativity, Enthusiasm and Curiosity.
6. Provide opportunities for children with special needs. SKIPPS is committed to supporting OSH Sport by facilitating the organisation of teams and the provision of facilities and equipment.

OSH Sport is only made possible through the voluntary involvement of parents who undertake team management and/or coaching.

While players are required to complete an enrolment form and to pay applicable fees and charges each season, no financial profit is gained from OSH Sport by the School or its participants.

SCOPE

1. To provide guidance for all participants (players, coaches and supporters) on issues relating to the management of teams.
2. To ensure that clear and consistent approaches are being applied to the management of OSH Sports teams and that these are understood and accepted by the school community.
3. To promote appropriate codes of behaviour for all participants in OSH Sports activity.

ROLES

The role of relevant participants is to:

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1. Be familiar with the OHS Sports Policy. All coordinators, team managers and coaches will be given a copy of this policy at the beginning of each year;
2. Team managers are to ensure all coaches have relevant [work with children permits];
3. Oversee the organisation of training schedules and associated timetables;
4. Prepare a budget if required in relation to registration, training, coaching and purchasing of uniforms in consultation with the team manager, coach and parents;
5. Distribute information to parents about playing schedules, transport, any consent forms required, codes of behaviour, training times and costs;
6. Organise any uniform and equipment needs;
7. Develop and implement safety procedures;
8. Appoint coaches;
9. Provide parents with the names and contact information for all team officials, days, times and dates of all practices and competition games that involve their child; and
10. Oversee the following of competition rules and regulations for individual sports.

ESTABLISHING TEAMS

A fundamental requirement for forming a team to play OSH Sport is that there are sufficient players and at least one parent, ideally two, prepared to manage and/ or coach the team.

Teams cannot be registered for competition if there is no parent available to manage the team.

The school will assist by:

1. Advertising local competitions in the newsletter;
2. Circulating information about sporting competitions to particular class levels; and
3. Forwarding names of interested children/families to the Coordinator/Manager.

Decisions about the formation of teams are taken jointly by the Coordinator, Team Managers and Coaches, in consideration of the School's values.

It is important that individual sporting rules and conditions are followed in accordance to the regulating body of that sport. Generally, it is accepted that children will not be permitted to commence competitive OHS Sport until the year that the child turns [6] years old (Year 1).

Team arrangements will be reviewed, and may be restructured, between seasons.

WHO CAN PARTICIPATE

1. When teams are being formed at the beginning of a season of competition, all eligible children will be advised via the newsletter that a team is being formed.
2. Children are eligible dependant on their Year level, e.g. Year 3 students participate in a Year 3 Team.
3. We encourage children to participate in their year or age group, however teams do not necessarily have to be Year level specific, where there are too many or too few players in one year level to make up a viable team. Team Managers should examine whether they can get a better balance by combining players across year levels into mixed teams. It should be noted that mixed teams would play in the higher level competition.
4. It is the child's and parents' responsibility to let the Coordinator or Team Managers know by a specified date if they wish to participate.
5. This procedure will be repeated at the beginning of each season so that there will an opportunity for children to nominate for OSH Sport.
6. Children need to nominate prior to the commencement of the season.
7. If children are members of a team, they may remain members of that team for the life of the team,



without prejudice.

8. If a team is short by one player, and has made every attempt to find a SKiPPS student to fill the team but is unsuccessful, a member may be found from the surrounding community.
9. The final decision for this rests with the Coordinator in conjunction with the school's Sports Coordinator.
10. It will not always be possible to accommodate a child wanting to join a team after the season has commenced

TEAM SELECTION AND MANAGEMENT

Decisions about the number of teams and the allocation of specific children to each team will be taken jointly by the Coordinator and all the Coaches and Team Managers involved in a particular year level competition. Team selection will be guided by the following considerations:

1. Every effort will be made to ensure that children play in the same team as their friends;
2. Where there is more than one team competing at the same level, the aim will be to have two or more teams of equal ability rather than developing 'A' and 'B' teams; and
3. In the junior levels, it may be appropriate to mix players across year levels to give beginner players the support of more experienced players.

In determining what the right balance is between too many and too few players the following considerations need to be applied:

1. The ideal situation is for every player to be able to play a full match every week. This is not always practical in all sports because there may be an expectation that substitutions will occur through a match.
2. The team needs to be able to cover occasional absences of players due to sickness or holiday arrangements. Children nominating to play (and by implication, their families) are asked to make a firm commitment to turn up each week unless there is a compelling reason. Children and their families must make every effort to let the Coach or Team Manager know well in advance if they are not able to play.
3. If the number of interested players exceeds the rules from the relevant sporting body then efforts will be made to recruit further players and a second coach and manager, to establish a second team. However, it is not always feasible to establish another team.

Decisions about what positions children should play will be made by the Coach and Team Manager, who will seek to ensure that all players:

1. have a chance to consolidate skills; and
2. have the opportunity to get experience in a range of different positions; and
3. have an equal opportunity to participate, where the team has more than the required number of players.

The Coach and Team Manager will also take account of the children's strengths and weaknesses and be aware of children's preferences as to positions.

A coach may be employed with the prior agreement of all the team members' families, who are then responsible for payment of the coach.

CODES OF CONDUCT

It is expected that team managers, coaches, parents and students participating in the OHS Sport will behave in an appropriate manner at training sessions and during matches.

If a child's behaviour is inappropriate, the student will be given a warning. If the behaviour is repeated or continues, the child will be asked to leave the training session or be removed from the game.

If a child behaves inappropriately, the Coach or Manager will speak to the child about the behaviour. If the behaviour continues, the child will be requested to leave the area with their parents. Parents

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who act as coaches or managers will treat all children fairly and with respect. The same applies to Parents who are spectators.

The OSH Sports Coordinator for that particular sport is to be informed if there is a continuing problem with a team manager, coach, parent or student's behaviour.

Codes of Conduct are set in place to ensure that the sporting experience is safe, inclusive, supportive and enjoyable for everyone involved. The School believes it is important to provide guidelines and expectations of behaviour for children, team managers & coaches and parents and for everyone else involved in OHS Sports.

Children will:

1. play for enjoyment;
2. be a good sport, deliberate violence or bad language should never be used towards opponents or coaches and umpires or referees;
3. work hard for your team mates as well as yourself;
4. treat all team mates and opponents with respect;
5. play by the rules;
6. cooperate with team mates, opponents and game officials;
7. control your behaviour on and off the field;
8. learn to value honest effort, skilled performance and improvement;
9. behave in a manner that respects the rights of others;
10. respect and abide by officials' decisions.

Coaches will:

1. encourage children to develop basic skills;
2. ensure that efforts for both skill improvement and good sporting behaviour are acknowledged;
3. provide equal encouragement to children to participate, acquire skills and develop confidence;
4. recognise and cater for groups with special needs;
5. set a good example for your players;
6. encourage and create opportunities to develop individual skills;
7. teach a wide range of team skills and sound sportsmanship based on sound coaching principles;
8. teach your players to be friendly and respectful towards officials and opponents;
9. give all interested students a chance to participate in training and games;
10. remove from the field of play any player whose behaviour is not acceptable;
11. keep your own knowledge of coaching and the developments of the game up to date;
12. avoid any hint of criticism against the umpire or referee of a match;
13. ensure the consequences of inappropriate behaviour are clearly understood; and
14. ensure that proper supervision is provided at all times.

As a parent you will:

1. encourage participation by your child(ren);
2. provide a model of good sporting spirit for your child to copy;



3. be courteous and respectful in your communication with players, team officials, game officials and sport administrators;
4. encourage honest effort, skilled performance and team loyalty;
5. make any new parents feel welcome on all occasions;
6. do not interfere with the conduct of any events; and
7. make your presence and support as positive as possible.

FEEDBACK ON TEAMS

Suggestions about team management or OSH Sport generally should be raised by parents with their Coach or Team Manager in the first instance, and subsequently if necessary with the OSH Sport Coordinator for that particular sport.

The OSH Sport Coordinator will liaise with the school's Sports Coordinator as required.

RESPONSIBILITY AND SAFETY

All participants who become involved with any sport in an official role have a 'Duty of Care' to discharge. The nature of this Duty of Care includes any action taken for the proper care of the child while engaged in sporting activities

1. Parents of players need to be present, or have clearly nominated another adult, to take responsibility for the attendance and appropriate behaviour of their children at both training and competitions. It is the responsibility of parents or carers to ensure that no child is left unattended at the school or game venue;
2. The Coach or Manager for each team must ensure that a first aid kit is available at each training session and game;
3. All coaches and supervisors, including parents, should be encouraged to have a current First Aid Certificate where practical;
4. It is encouraged that Coaches and managers are advised by parents of any child with specific medical condition (e.g. Asthma, Diabetes). Medication is the student's responsibility to bring to training / games.

RECOGNITION OF OSH SPORT BY THE SCHOOL COMMUNITY

OSH Sport is recognised by the school community through announcements of sports results at school assemblies.

The School encourages and supports acknowledging participation through awards and achievements. Awards are used by coaches to recognise and reward participation by teams and individuals. They are never the main reason why people participate in sport.

At SKIPPS we believe it is more appropriate to acknowledge the participation of all children rather than only some.

EVALUATION

This policy will be reviewed as part of the school's three-year review cycle, and at times when our emergency management procedures are under review

POLICY REVIEW AND APPROVAL

Policy last reviewed	6 th June 2023
Approved by	Education and Policy Sub Committee
Next scheduled review date	June 2026

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