

Black Forest Primary School

Sports Policy

Updated September, 2021



Guidelines, Information and Assistance for Participating in Sports

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FOREWORD

We all want our children to enjoy and benefit from their school experience and for many children participating in sport is central to this. It develops skills, but also self-esteem, fitness and friendship.

There are many sporting opportunities for participation and involvement here at Black Forest Primary for teachers, students, parents, caregivers and other members of the community interested in assisting children to play and enjoy sport. **SCHOOL SPORT AT BLACK FOREST IS RUN BY PARENTS.**

In fact, without the commitment and dedication of these people our children would not be able to enjoy the wide variety of sporting opportunities open to them through sport at Black Forest Primary School and the SAPSASA (South Australian Primary Schools Amateur Sports Association) program.

For each sport that is offered there is a Black Forest parent appointed as the overall Coordinator of that sport. Many other people each year are required to accept the wide ranging responsibilities which go along with managing, coaching, scoring and spectating at games and practices.

This policy outlines the opportunities, responsibilities and commitment required by players, parents, organisers and spectators and we urge you and your children to read and discuss this information together.

We firmly believe our children will benefit greatly from a comprehensive understanding of the rules, expectations and requirements of playing sport at primary school.

Above all, this will lead to a greater enjoyment of sport by everyone involved and a strengthening and development of our school's community.

THE SPORTS COMMITTEE

1. SPORTS COMMITTEE OBJECTIVES

The National Junior Sports Policy states that there are a number of levels of formal competition available to Junior Sport Participants. The level of competition must be appropriate to the age and development of the individual. A progression of competitive experiences in line with the stages identified in the Junior Sport Development Model is recommended:

For children in the first stage (5-7 years approx.) formal or structured competition is inappropriate. The emphasis at this level should be play activities, basic skills learning and minor games.

In the second stage (8-10 years approx.) low level competition should involve structured minor activities and modified sports.

In the third stage (11-12 years approx.) programs should become more structured and involved both inter-school and inter-club competition.

Some of our Sports Associations have age requirements which contradict that of the National Junior Sports Policy. The school and the Sports Sub Committee will determine in the best interests of our students and school community the minimum age for participation in After School Sports. This will however, always remain within the scope of the National Junior Sports Policy and the guidelines that are set by associations.

As a result of the National Junior Sports Policy, Junior Primary children are encouraged to participate in skills

learning but they wait until they are older, Year 2, before taking part in competitive sports.

Therefore our objectives for After School Sport are:

- To provide opportunities for all children (who qualify by age) to participate in sport regardless of ability.
- To provide suitable programs for the teaching of skills and preparation for competition.
- To provide suitably qualified coaches and leaders.
- To provide for all children a safe, healthy and friendly sporting environment that encourages a sense of personal achievement, identity and satisfaction.
- To provide for all children a sporting environment that encourages enjoyment, the development of self-esteem and confidence.
- To provide the opportunity for all children to become aware of and to understand the meaning of fair play.
- To encourage co-operation through the development of team skills
- To provide opportunities for children with special needs.
- To ensure where possible that all children are given equal opportunity and encouragement to participate in sport.

2. MANAGEMENT

2.1 ROLE OF SPORTS COMMITTEE

- The Sports Committee comprises of each sport's coordinator or nominee, a nominee of the Principal from Governing Council, leadership representative, and the staff representative who administrates SAPSASA.
- Meetings are held at least once a term and reports made to the Governing Council
- The Sports Committee reviews the Sports Policy every two years.
- Oversees management and coaching of all teams, equipment, budgets and is responsible for the general management of After School Sports.

2.2 ROLE OF SPORTS COORDINATOR

- Must be familiar with the School Sports Policy.
- Will be responsible for nomination of teams.
- Will maintain close communication with the team managers and coaches
- Liaise with Leadership representative/Staff Representative to ensure allocation of all equipment, kits, first aid kits and uniforms to individual teams, via team managers.
- Will be responsible with the Sports committee when formulating teams.

- Provide support for coaches and managers, especially in the initial stages.
- Communicate with parents, coaches and managers at the beginning of each year to outline Sports Policy and coaching guidelines.
- Will liaise with Leadership Representative and the Sports Sub Committee with respect to fees and nominations.
- Comply with school and department finance policy and procedures in the purchasing on equipment and services related to their role
- All Sports Coordinators should have an up-to-date an up to date WWCC (Working with Children Check) and RAN training. Failure to comply will mean they will be unable to fulfil their role.
- Work with the Leadership Representative to ensure all Coaches/Team Managers have an up to date WWCC and RAN Volunteer certificate as a minimum.

2.3 ROLE OF COACHES and TEAM MANAGER

- All coaches/team managers must comply with all policy directives including an up to date WWCC (Working with Children Check) and RAN training. Failure to comply will mean they will be not be able to fulfil their role as Coach/Team Manager.
- Children must be supervised at all times whilst at practices and matches.
- Participants should be rotated through all positions and share equal playing time wherever possible.
- The coach to have final say in who plays in his/her team on match day.
- Children and their parents must be notified of dress code, weather policy, contact phone numbers for coach/team manager, practice and match times and the expected arrival and finish times at these events.
- Make a personal commitment to keep yourself informed of sound coaching principles and the principles of the growth and development of children.
- Make an inspection of the playing area and equipment.
- Provide code of behaviour information to parents and encourage them to follow it.
- Contact details, including any known medical conditions, will be on hand at practices and matches.
- Provide quality training experiences for children to maximise participation and skill development.
- If practices are programmed later than the school dismissal then children must be instructed to go home and return at the required time.
- Upon the completion of practice and or games, children must not be left unsupervised at school grounds.
- In unsuitable weather the practices may be cancelled at coaches' discretion.
- Any player who is bleeding must be substituted from the game until all bleeding is stopped and covered. A player will be excluded if blood is on the clothes. Ensure that appropriate safety precautions are taken.

- Children to be required to use all safety and protective equipment.
- Remember that children participate for fun and enjoyment and that winning is only a part of their motivation. Never ridicule or yell at the children for making what you consider to be a mistake or for losing a game/competition.
- Avoid the use of offensive and/or derogatory language. Remember that children need a coach they can respect.
- Be fair and reasonable in your demands on participant's time, energy and enthusiasm.
- Guard against placing the children at unnecessary risk (e.g. ensuring that appropriate safety equipment is worn, not placing children in dangerous fielding positions, not letting children undertake exercises which could be harmful, "slip, slap, slop" weather conditions - hot/cold, humid.
- Take into consideration the physical, social and emotional development level of participants when scheduling and determining the length of practice times and competition.
- Develop team respect for the ability of opponents as well as for the judgement of officials and opposing coaches.
- Follow the advice of a physician when an injured player is ready to re-commence training or competition involvement.

2.4 ROLE OF THE LEADERSHIP REPRESENTATIVE/SCHOOL

- Collect fees from parents/caregivers for the upcoming season
- Collect consent forms, details medical info and pass on to sports coordinators
- Advertise to the school community about playing school sport
- Chair termly meetings and take minutes
- Provide access to sheds/storage facilities to house sports equipment in the off season.
- Manage the facilities of the school that school sport require
- Glandore Board of Management Committee representative
- Unley Council Liaison
- Help administrate Orienteering competitions/excursions that are ran during school hours.
- Provide Coordinators with School Policies at the start of each year
- Work with the Sports Coordinators to ensure WWCC/RAN training is complete before Coaches/Team managers start their roles

3. VOLUNTEER POLICY

Refer to the Black Forest Primary School Volunteers Work Health Safety Policy available online at <https://blackforestps.sa.edu.au/wp-content/uploads/2018/07/Black-Forest-Primary-School-Volunteering-Policy.pdf>

4. SPORTING CODES OF CONDUCT

These codes of behaviour have been taken from "Junior Sport Codes of Behaviour" (Australian Sports

Commission).

4.1 PLAYER'S CODE

- Play by the rules.
- Never argue with an official.
- Be a good sport. Applaud all good plays whether they are made by your team or the opposition.
- Treat all participants in your sport as you like to be treated. Do not bully or take unfair advantage of another competitor.
- Cooperate with your coach, team-mates and opponents. Without them there would be no competition.
- Control your temper. Verbal abuse of officials and sledging other players, deliberately distracting or provoking an opponent are not acceptable or permitted behaviours in any sport.
- Work equally hard for yourself and/or your team. Your team's performance will benefit and so will you.
- Participate for your own enjoyment and benefit, not just to please your parents and coaches.
- Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.
- Remember that the goals of the game are to have fun, improve your skills and feel good.
- Adhere to the current Sun Protection Policy.
- Show appreciation for volunteer coaches, officials and administrators.
- Attend training where possible. If unable, please discuss this with your coach.
- A child who has been suspended from school is unable to participate in school sport for the duration of the suspension.

CONSEQUENCES FOR PLAYERS

- No uniform or appropriate protective gear - no play.
- Coaches are expected to remove players for unacceptable behaviours.
- Consequences of non-attendance at training will be at the coaches' discretion.
- Major behaviour issues will result in immediate action. Please refer any issues to the Leadership representative as soon as possible.

4.2 PARENTS' & SPECTATORS' CODE

Aussie Sport Codes of Behaviour for Parents and Spectators:

- Remember that children participate in sport for their enjoyment, not yours. Encourage children to participate, do not force them.
- Focus on the child's efforts and performance rather than winning or losing. Encourage children always to play according to the rules and to settle disagreements without resorting to hostility or violence.
- Never ridicule or yell at a child for making a mistake or losing a competition. Remember that children learn best by example. Appreciate good performances and skillful plays by all participants.

- Support all efforts to remove verbal and physical abuse from sporting activities. Respect officials' decisions and teach children to do likewise.
- Show appreciation for volunteer coaches, officials and administrators. Without them, your child could not participate.
- Respect the rights, dignity and worth of every participant regardless of their gender, ability, cultural background or religion.
- Fulfill your assigned responsibilities, such as practice supervision, scoring etc.

CONSEQUENCES FOR PARENTS & SPECTATORS

- The coach or team official to informally remind Parent or Spectator of Code of Behaviour.
- In instances of repeated unacceptable behaviour, action to be taken will be decided by Principal / Deputy Principal.

4.3 UMPIRES, REFEREES & OFFICIALS' CODE

- Modify rules / regulations to match the skill levels and needs of young people. Modify rules / regulations to match the skill levels and needs of young people, as indicated by the rules matrix issued by governing Sports Association
- Be consistent, objective and courteous when making decisions.
- Condemn unsporting behaviour and promote respect for all opponents.
- Emphasise the spirit of the game rather than the errors.
- Encourage and promote rule changes which will make participation more enjoyable.
- Be a good sport yourself. Actions speak louder than words.
- Keep up to date with the latest trends in officiating and the principles of growth and development of young people.
- Remember, you set an example. Your behaviour and comments should be positive and supportive.
- Place the safety and welfare of the participants above all else.
- Give all young people a 'fair go' regardless of their gender, ability, cultural background or religion.
- Give all young people equal opportunities to participate.
- Create pathways for young people to participate in sport not just as a player but as a coach, referee, administrator etc.
- Ensure that rules, equipment, length of games and training schedules are modified to suit the age, ability and maturity level of young players.
- Provide quality supervision and instruction for junior players.
- Remember that young people participate for their enjoyment and benefit. Do not over emphasise awards.
- Help coaches and officials highlight appropriate behaviour and skill development and help improve the standards of coaching and officiating.

- Ensure that everyone involved in junior sport emphasises fair play, and not winning at all costs.
- Support implementation of the National Junior Sport Policy.
- Make it clear that abusing young people in any way is unacceptable and will result in disciplinary action.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

4.4 COACH'S CODE

- Remember that young people participate for pleasure and winning is only part of the fun.
- Never ridicule or yell at a young player for making a mistake or not coming first.
- Be reasonable in your demands on players' time, energy and enthusiasm.
- Operate within the rules and spirit of your sport and teach your players to do the same.
- Ensure that the time players spend with you is a positive experience. All young people are deserving of equal attention and opportunities.
- All team players need and deserve equal time.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of all players.
- Display control, respect and professionalism to all involved with the sport.
- This includes opponents, coaches, officials, administrators, the media, parents and spectators. Encourage players to do the same.
- Show concern and caution toward sick and injured players. Follow the advice of a physician when determining whether an injured player is ready to recommence training or competition.
- Obtain appropriate qualifications and keep up to date with the latest coaching practices and the principles of growth and development of young people.
- Any physical contact with a young person should be appropriate to the situation and necessary for the player's skill development.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.
- Coaches should encourage the use of sunscreen and hats according to the current Sunsmart Policy.

COACH'S DUTY OF CARE

(reference 'Administrative Instructions and Guidelines')

- The Coach is responsible for the safety of children during practices and games/matches. By law, he/she is responsible to take 'all reasonable care'.
- After matches, coaches, managers or supervising parents are to remain with waiting children until collected by a Parent or Caregiver or leave them in the care of a responsible adult.

- Ensure that you have immediate access to every child's contact details and medical information at training and games.

5. SAFETY, FIRST AID & INJURY PROCEDURE

All parents 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.

- Never leave any child alone at the end of a match/training session while they wait for the arrival of their parent/caregiver.
- No child is allowed to leave any sporting venue unless accompanied by their parent/caregiver unless prior arrangements have been made.
- Parents should be notified in writing of all times and places of training and competition.
- All coaches/managers are covered by Vicarious Liability if they have discharged properly their Duty of Care.
- Each sports coordinator is responsible for the provision and each manager for the upkeep of First Aid Kits, which must be on hand for all practices and games/matches.
- Managers/Coaches to report to appropriate Coordinator when first aid kits need replenishing.
- All coaches and supervisors, including parents and teachers, should be encouraged to have a current First Aid Certificate.
- Children with open wounds are to be removed from play immediately. The wound should be cleaned and covered (gloves should be worn) before the child may re-enter the game.
- Minor first aid can be administered. For serious cases call the ambulance who will assess the condition of the child. Contact the parents.
- **If an injury requires medical assistance (including a visit to a GP), then an Incident Report must be completed through the Department for Education Incident Reporting Management System (IRMS). The coach needs to report the injury to Sports coordinator. The relevant Coordinator must contact the school to ensure that this report is completed by the Leadership Representative.**
- Training will be cancelled if there is unreasonable safety risk (e.g.: weather)
- Coaches and managers will be advised by parents of any child with specific medical condition (e.g. asthma, diabetes) on an authorized school medical form.
- No child will participate in school sport until the manager is in receipt of a Medical Form appropriately completed and signed by parent/guardian.
- Coaches should encourage the use of 'sunscreen and hats according to the school policy.
- Coaches and managers are responsible for ensuring that all sports equipment is safe and that children wear appropriate protective equipment.
- Parents should check with the appropriate sports coordinator regarding the necessity of mouth guards

for specific sports. If required it is recommended that parents discuss this with their family dentist.

PROTECTIVE EQUIPMENT FOR AFTER SCHOOL SPORTS

Soccer- shin guards compulsory, mouth guards strongly recommended.

Cricket - helmets and protectors compulsory, for any hard ball competitions.

Football - mouth guards strongly recommended for younger students and compulsory from Year 4 –7.

Basketball - mouth guards strongly recommended.

Softball- Helmets and mouth guards compulsory

Helmets are supplied by the School for Softball and Cricket

6. GRIEVANCE PROCEDURE

Students/parents must be able to seek support from someone they feel comfortable with such as: coach/team manager, official, parents, other adults, teacher, sports convenor or Principal should an issue arise.

Confidentiality is vitally important. Ensure the person you talk to is able to keep it to themselves. Small conflicts are easier to resolve than big ones and the less people involved and offering opinions the easier you will find it is to stay in control of your grievance and the solution for which you are aiming.

Procedure:

Option 1: Approach the other person and express your grievance. Both parties work together and successfully resolve the problem.

Option 2: Express your concern personally or by letter to the committee of the sport concerned. They will treat your concern confidentially, define the problem, decide on a response in keeping with the policy and report the outcomes to you as soon as practicable.

Option 3: Letter to the Governing Council Sports Committee- as above

Option 4: Approach the Deputy Principal.

7. CANCELLATION POLICY

We will endeavour at all times to ensure training occurs, however there may be times when this is unfeasible.

- In the event of hot weather: if the forecast temperature is 38degrees Celsius or higher as at 4pm the day prior according to www.bom.gov.au training and games will be cancelled.
- For morning outdoor sports: Those sports starting later than 10am will be cancelled if the forecast temperature is 38 degrees Celsius or higher as at 4pm the day prior according to www.bom.gov.au. Games earlier than this may continue.
- If the weather during training times is excessively wet, teams shall move to a sheltered area where the coach will supervise them until they are collected at the usual time of training ending.

8. PLAQUES AND ACHIEVEMENTS

- Participation is the focus of Primary Sport thus the achievement of all children who participate can be recognised via the Participation Plaques.
- Every child receives a participation plate for their plaque at the end of each season.

- Plaques can be purchased from the Finance Office at the school.

9. UNIFORMS & EQUIPMENT

- Children will be issued with uniforms for the duration of the season and parents will be expected to launder them and keep them in good repair.
- Uniforms should not be altered in any way.
- Coach/managers should collect uniforms and equipment at the completion of the season and inform the front office of any non-returns or damage. Parents will be invoiced for uniform that is not returned within 4 weeks after the completion of the season.
- All damaged and or lost uniforms and equipment to be reported immediately to the Sports Administrator and not wait until the end of the season.
- Parents will be invoiced separately for damaged and/or lost equipment and uniforms
- Individual protective equipment is compulsory and is the responsibility of the parents.
- Team equipment is the responsibility of the manager.
- An inventory of all kits and equipment should be undertaken at the start and at the end of each season.

10. SPORTS FEES

- To be set by the School in consultation with the Sports Sub-Committee.
- Prior to each season, all students receive communication regarding available sports, costs and registration and payment processes.
- Fees must be set at a level to ensure the group's continued financial viability but not to be exclusionary.
- All children participating in a sport are required to pay fees prior to playing that season, unless a payment or assistance plan has been negotiated with the school Finance Office.
- As out of hours school sport is a voluntary activity the fee set by the committee must be paid for the student to participate.
- Coaches of sports teams will pay half the set fee for their child for that sport.
- Sports Coordinators of teams will not be required to pay the fee for their child for the sport they are coordinating (up to 2 children).
- Fee costs may vary from season to season and increases will occur when registration, equipment and resourcing requirements increase.

11. INSURANCE

- It is the responsibility of the Leadership Representative to ensure that all volunteers have the appropriate clearances and training.
- Parents are encouraged to arrange insurance for their child who is participating in sporting activities.

12. SCHOOL SPORTS INFORMATION

Core Sports: Soccer - Football - Cricket - Basketball - Softball - Netball

Other sports will be included if there is a competition, sufficient students, a coordinating parent and parent support.

All children are required to participate in their year group or age group as defined by the sporting associations. Promotion to a higher group can only occur under exceptional circumstances. Approval must be obtained from the Leadership Representative.

13. LOCAL ASSOCIATIONS & SCHOOL PARTICIPATION

The school encourages children to participate in Local Associations and does not preclude children from playing for such associations. It aims to set up sporting associations in cooperation rather than in competition to local bodies.

14. EQUAL OPPORTUNITIES

- Junior Sport Equal Opportunities will be followed.
- Where we cannot form teams due to insufficient numbers, schools nearby may be approached to field composite teams.
- Participation in games must be encouraged. To achieve this it will be necessary to rotate all members of the team (including better, more skilled players).
- In sports teams where players need to be loaned to an opposition team this should be done on a rotational basis.

15. EQUAL ABILITY TEAMS

Where the school enters two teams in the same age group / year level competition every effort should be made to ensure the teams are of equal ability. In exceptional circumstances the Sports Coordinator may make changes to teams after the season has commenced in negotiation with the Leadership Representative.

16. OUTSIDE REGISTRATIONS

Children not attending Black Forest Primary School should only be allowed to register for a team if there are insufficient numbers to form a team. Once registered, children are to be treated equally throughout the sport's season.

17. SAPSASA

Please refer to BFPS SAPSASA Policy available online on website

18. UNIFORM CODE

Football – Boots, Navy blue Football Socks, navy Football Shorts and Mouth Guard. *Guernsey's provided by the school*

Netball - Sneakers, White Socks above the ankles, Blue Skirt/Skort or Shorts. *Tops provided by the school*

Basketball - Navy shorts without pockets, sneakers. *Tops provided by the school*

Softball - Socks, Sneakers, Black Forest Legionnaires Hat, navy shorts/pants only (no skirts) *Glove provided by the school, school top to be worn as uniform.*

Soccer - Boots, Navy blue soccer socks, Shin Guards, navy shorts without pockets *Tops provided by the school*

Cricket - School uniform (Kanga Cricket); School polo shirt and white pants (Year 4 - 6), sneakers. Wide brimmed hat is mandatory. Cricket box compulsory (Year 4 – 6)

Orienteering- School short/long sleeve polo shirt; optional school jumper/jacket.

19. MEDICAL AND CONSENT INFORMATION FORM

A Medical and Consent information form **MUST** be completed for each child participating in any sporting activity prior to the commencement of the season. These forms must be kept in an accessible place during practice and match times.

20. REGISTRATION PRACTICES

Registration for summers sports will begin in Term 4 of the year prior to the season beginning and close the by the end of Week 2, Term 1. Winter sport registration will be released in Term 1 of each year.

21. SUMMARY OF AFTER SCHOOLS SPORTS OFFERED

Sport	Season & Duration
Softball	1 & Term 4 (Summer)
Cricket	Term 1 & Term 4 (Summer)
Soccer	Term 2 & Term 3 (Winter)
Football	Term 2 & Term 3 (Winter)
Netball	Term 2 & Term 3 (Winter)
Basketball	All Year
Orienteering	Term 1-4 (subject to change)