



## **Kilcoskan NS Extracurricular Activities Policy**

**Policy Statement:** Drawing from Christian values, our school strives to provide a friendly, inclusive, caring, happy, secure and well ordered learning environment. In this context, Kilcoskan NS considers that an important element in a comprehensive education is the provision of a wide range of Extra Curricular Activities (ECA), including sporting, artistic, musical, cultural, literary, social, leisure, and spiritual activities.

### **Policy Goals**

Within the remit of regulatory and legislative developments in education, this ECA policy endeavours to:

- Ensure consistent approaches to the planning and implementation of ECA in the school.
- Provide the school community with a clear understanding of the role of ECA in the school.
- Enable pupils to take full advantage of ECA with a view to achieving a balanced and holistic education.
- Encourage parents to take an interest in and share responsibility for their children's overall development through support of the school's ECA.
- Provide teachers and other staff members with assurance and guidelines to help them with what is effectively voluntary work for the benefit of the pupils and the whole school community.

**Policy Rationale:** The school recognises that ECA represent a valuable aspect of the learning process and contribute to the development of a rounded individual. ECA supplement and complement in-school learning and activities and provide opportunities for students to broaden their horizons in ways that would not be possible with the confines of the school premises alone.

**The primary school curriculum and extracurricular activities:** The full primary school curriculum is available to all pupils in Kilcoskan NS, with due regard to pupil age, stage, ability level and resources available to the school.

Engagement with curricular lessons and activities forms the majority of pupil participation in the life of Kilcoskan NS. From time to time, staff may offer extracurricular activities to pupils, which generally take place after school hours. From time to time however it is acknowledged that some of these activities may occur during the school day.

**Costs:** Kilcoskan NS endeavours to provide such activities for pupils at a low to zero cost, but it is acknowledged that some costs may need to be incurred by parents of pupils participating in extra-curricular activities.

**Inclusion, choice, consent and participation:** Whilst the general educational legislative obligations for participation in and receipt of the primary school curriculum apply to all pupils, no pupil is obliged to participate in extracurricular activities. Kilcoskan NS supports the principle of equality for all students regarding access to and participation in extracurricular activities. The school respects the diversity of traditions, values, beliefs, languages and ways of life in society.

In devising the extracurricular programme, teachers will decide on which class / age / group of pupils it is appropriate to offer an activity to. Eligible pupils will be invited to participate in such activities and parents will generally be asked to give their consent for their children to join an extra-curricular activity.

When pupils have been formed into an extracurricular group the extent of their participation in the activity will be determined by the norms, nature and where relevant the ethos of the extracurricular activity concerned. Consistent with the Kilcoskan NS Ethos and in the spirit of inclusion and equality of access, participation in extracurricular sports training will generally be available to the full extracurricular group. However, parents and pupils should note that extracurricular sports and games activities will likely have a competitive element to them which means that pupils may experience victory and or defeat. Kilcoskan NS has a long and successful history of participating in various extracurricular competitive sports leagues and through the school's extracurricular activities programme, pupils may be invited to try to qualify

competitively for teams. Such teams may participate in competitive leagues. Competition for places may therefore mean that not all pupils in an extracurricular group may get to participate in all aspects of that extracurricular activity and therefore pupils in consultation with their parents will need to decide in advance if they wish to put themselves forward for such activities. Pupil safety in the context of competition will also be a factor in determining and influencing participation on teams and leagues etc.

**Proposing ECA and ECA coordination:** In the early stages of each term a list of extra curricular activities will be circulated to parents, informing of the days, times and other organisational matters for the term's upcoming activities. Different extracurricular activities may run concurrently, on the same days or on different days. In such instances, pupils may be offered one activity rather than another. Places may be allocated on a first come first served basis or by the drawing of lots, or a combination of these methods. Place allocation arrangements will generally be communicated to pupils and or parents before places are allocated.

**Parental Involvement and Consent:** Permission slips will generally be circulated to eligible pupils requiring their parent/s to give consent for their child's participation in extracurricular activities. Without such consent, pupils will generally not be allowed to participate. Where deemed necessary by the school, to ensure pupil participation in extracurricular activities parents will be required to sign that they have read and accept the terms and conditions of this policy.

From time to time, parents may offer to provide an ECA, or to assist in its delivery. Following consultation with the principal and an agreement on appropriate organisational matters being reached, such an ECA will run in the normal way and the names of the parents running the ECA will be communicated to the parents of pupil participants. Parents may also from time to time offer to assist a teacher / staff member with the weekly running of an extracurricular activity. Parents so involved must sign the school's Voluntary Worker Policy and are bound by the school's Child Protection Policy.

In general, parents may not come onto school grounds merely to observe an extracurricular activity.

**Insurance:** Normal school insurance policies apply to extracurricular activities.

**Transport:** In general, extracurricular activities take place on the grounds of Kilcoskan NS. However, from time to time parents may need to provide transport for their child to participate in events offsite (eg. sports training or matches). In the absence of such parental provision or if deemed necessary by the school, from time to time to ensure the participation of their child in an extracurricular activity, parents may need to contribute towards transport costs eg. for the hire of buses.

### **Health and Safety:**

The same health and safety considerations as per the operation of the general school day apply to extracurricular activities. Of note are the following points:

Upon enrolment and at various times during their child's schooling in Kilcoskan NS, parents are asked to complete a medical questionnaire that would indicate whether a pupil has or suffers from any condition that would create undue risk by participating in a certain activity or that teachers should be aware of so that they can address if the condition's symptoms occur. It is the parents' responsibility to ensure that any and all relevant health and safety issues pertinent to their child are communicated to the school.

Kilcoskan NS strives to provide or ensure:

- The availability of basic First Aid boxes at appropriate ECA to have at hand to deal with minor injuries.
- Training in First Aid for teachers involved in ECA.
- Where appropriate, a health and safety leaflet or talk may need to be provided to pupils taking part in ECA
- Good knowledge of an ECA venue from a health and safety perspective. This would cover such things as the adequacy of any equipment being supplied, the health and safety qualifications of any outside supervisors of ECA, the location of and distance to the nearest hospital, the availability of a local doctor, and emergency evacuation procedures for indoor activities.
- A thorough inspection of any accommodation that student might be staying in during ECA for proper hygiene and safety standards.

- Close supervision of students that are known to be at a higher health risk than normal (e.g. asthmatics or epileptics).
- Clear procedures for teachers on handling emergency medical situations.
- The availability of reliable telephone supports for teachers taking part in ECA
- Adequate levels of adult supervision – at a minimum, one teacher per group of 20 pupils.

**Pupil Behaviour:** The normal school Code of Behaviour and associated policies apply to all pupils participating in extracurricular activities. If deemed necessary by staff, some pupils may not be invited to participate in extracurricular activities. If a child engages in serious misbehaviour which could endanger themselves or other pupils' health and safety, such a child will not be allowed to participate in extracurricular activities.

**Child Protection:** The Kilcoskan NS Child Protection Policy and all its outlined procedures fully apply to all extracurricular activities.

### **Roles and Responsibilities:**

Board of Management:

- To ensure that the policy is developed and evaluated going forward.
- To approve the policy.
- To consider reports from the Principal/Deputy Principal on implementation of the policy
- To support and affirm teachers involved in ECA

### **Principal/Deputy Principal**

- To put in place the structures and procedures for the implementation of the policy.
- To monitor policy implementation.
- To support and affirm teachers involved in ECA

### **ECA KNS Staff**

- To implement the policy and provide feedback on its application.
- To keep records of ECA incidents and report these to the Principal/Deputy Principal.
- To ensure student awareness and acceptance of the policy.

**Parents:**

- To read, understand, accept and support the policy.
- To provide any relevant information requested by the school regarding their children and ECA.
- To encourage their children to participate in ECA.
- To support and affirm teachers involved in ECA

**Pupils:**

- To obey all instructions of supervisors of ECA.
- To always act in a safe manner when involved in ECA.
- To acknowledge the work being done through ECA on their behalf by being always respectful.
- To gain enjoyment and fulfillment from their involvement

**In the event of a dispute on any matters referred to in this policy, the decision of the Kilcoskan NS Board of Management is final.**

**Monitoring and Review:**

**This policy and its implementation will be monitored and reviewed on an ongoing basis and formally every 2 years by the Board of Management.**