



St Mary's College, Wellington

## **CO CURRICULAR (SPORTING PARTICIPATION) POLICY**

All policies at St Mary's are based on Mercy Values and the teachings of the Catholic Church: fostering the dignity of all God's people and creation.

### **PURPOSE**

The purpose of the policy is to ensure that sport is a structured activity that involves committed individuals, cooperative challenge, and competition against oneself, others or the environment, where students have elected to participate. Sporting activities are closely linked with, and administrated by the physical education team.

This policy acknowledges that membership of St Mary's sports teams is a privilege and not a right. To represent St Mary's sports team, all students must adhere to the criteria outlined within this Co-Curricular (Sporting Participation) policy, along with the Sporting Behaviour policy, and the Managers, Coaches, and Teachers in Charge of Sporting Teams policy.

### **OBJECTIVE**

- a. To enjoy recreational activities – individually or as a team-member, so that sporting activities form part of a healthy and well-balanced lifestyle once out of school.
- b. To develop game and social interaction skills, game knowledge and fitness for particular sports' activities.
- c. To develop positive sporting attitudes where participation, sportsmanship and safety are paramount.

### **GUIDELINES**

#### **1. Playing for St Mary's College**

St Mary's College students are expected to play for St. Mary's College if team in that code is available. In special cases dispensation<sup>1</sup> may be granted by the Principal for students to play in a non-St Mary's College Sport teams.

A student may elect to play for both St. Mary's College and a club if a dispensation is granted. However, in the event that there is a clash of playing times the St Mary's College commitment must take priority.

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<sup>1</sup> Dispensation may be granted for a number of reasons, for example the sporting code is not available to a high performance level at St Mary's College

## 2. Playing in Multiple Codes

Students may play in **TWO** premier codes at any one time, if an intentions form (see Appendix 1) has been completed prior to trials for the season.

One code must be named as the nominated code, and commitment to playing in that given team must then take priority. Players must attend all practices and games. Anything less than this can affect the overall functioning of a team, along with skill learning.

It is at the coaches' discretion if they wish to accept into trials a student who has nominated two premier teams. In the event that both codes are to be played during Winter Tournament week, the student must specify the nominated code via the nomination form prior to attending or playing in any other competitions.

## 3. Eligibility to Play

Students will only be eligible to play for St. Mary's teams either in organised competitions or inter-school competitions if they meet the following criteria:

That they meet the age criteria for secondary school sports.

That their attendance at practice is regular and that all absences are explained.

That they pay their registration fees within one week of the start of competition or have organised automatic payments.

All fees are paid by the end of each season (Summer/Winter) to enable eligibility to play in future seasons/codes.

## 4. Registration Fees

Each code has an individual registration fee. St. Mary's College has a **NO PAY, NO PLAY** policy for all sport, and students cannot be entered into teams if fees have not been paid or regular payment arrangements made. St Mary's College does not subsidise extra-curricular activities, therefore sports are only possible if payments are made.

- a. For summer codes and students from Year 10 through 13, registration fees should be paid in full or regular payments being made before the second week of February.
- b. Year 9 students should have paid or are paying by the time competition commences.
- c. For winter codes, ALL students should have paid in full, or regular payments should be in place before trials commence.
- d. No student can participate in a winter sports code if their summer sports code is not paid in full.
- e. Additional transportation costs will be required for teams not playing or practicing on site. This will cover either public transport or the use of the van.

Registration fees assist with the cost of equipment, uniform replacement, first aid, competition entry fees, compulsory officials' fees, turf and facility hire charges, photocopying, use of facilities and facility upkeep, some transport costs and administration.

In addition, students involved in exchanges and tournaments will incur associated fees, such as transport and accommodation, and should expect to be involved in fundraising activities to help reduce the costs of these tournaments to families.

Students are asked to think carefully about each sport and the level of commitment that will be required of them. NO REFUNDS will be given after the first week of a sports season unless there are extenuating circumstances. Application for refund should be made to the Sports Office in writing.

## **5. Sports Uniforms**

All students must have appropriate uniforms, and follow the guidelines as outlined in Appendix 2.

## **6. Summer/Winter Cross Over**

In order for teams to be ready for competition there may be a cross over period between summer and winter sports. The guidelines for this cross over period are as follows:

- a. In season sports takes precedence over the non-season sport.
- b. For winter sports teams – squads will be selected to give summer sport athletes the chance to complete their summer season duties, and also may allow time to show their winter sporting skills.
- c. Summer sport athletes' winter squad positions will be decided initially from previous year's evidence of ability if they cannot make a trial due to summer sport commitments.
- d. Final winter team announcements will occur at the end of Term 1.
- e. Final summer team announcements will occur one week after the trial.

## **7. Tournaments**

The following steps must be adhered to when a team wishes to attend and compete at a tournament/competition.

- a. Approval must be sought from the Sports Office.
- b. All decisions regarding transport and accommodation must be via the Sports Coordinator.
- c. Each student intending to attend a tournament must pay a \$50 deposit to cover the cost of deposits on accommodation and transport costs within a timely manner.
- d. An agreement of who will be booking transport and accommodation must be confirmed with the Sports Coordinator.
- e. A budget in collaboration with the Sports Coordinator needs to be completed.
- f. The final cost of attending the tournament will be placed against each student's name on the parent portal.
- g. No fundraising under the St. Mary's College name is to be done without the approval of the Sports Coordinator.
- h. All monies collected from fund raising must be deposited into the school account against each students expenses within one week of the fundraising activity.

- i. All money from students to cover the cost of attending needs to be deposited in the nominated school account.
- j. No student will attend a tournament or competition unless they have paid in full ONE WEEK prior to the tournament starting.
- k. No manager/coach is to handle money or make any bookings under the St Mary's College name.

**Associated Documents:**

The Co-Curricular (Sporting Participation) Policy is to be read in conjunction with:

- Intentions Form (see Appendix 1)
- Sports Uniform, Logo and Hoodies guidelines (Appendix 2)
- Sports Policy no.3 – Managers and Coaches in Charge of Sporting Teams Policy
- Sports Policy no.2 – Sporting Behaviour Policy

**Policy reviewed: 8 March 2017**

**Ratified by the Board of Trustees: 15 March 2017  
(Date of Meeting)**

**Next review: November 2020**

**Responsibility: College Sports Committee**

**APPENDIX 1: Intentions Form**

Failure to complete and return this form before trials will mean the student is unable to trial for a premier team. The premier teams include: First XI Football, Senior A Netball, First XI Hockey, Basketball, and First XV Rugby

Name: \_\_\_\_\_

My nominated first code: \_\_\_\_\_

Preferred position: \_\_\_\_\_

My nominated second code: \_\_\_\_\_

Preferred position: \_\_\_\_\_

I understand that prior to trialling for any sport; my sporting registration fees must be paid.

I understand that in my first nominated code I must fully commit to practices, games and Winter Tournament and will need to pay \$50 to cover the initial costs of booking accommodation and transport. I would also complete Winter Tournament before going to another code during that week.

I also understand that it is at the discretion of the coach of my nominated second code if they wish to accept me into trialling for that team.

Student's Name: \_\_\_\_\_

Parent's Signature:

\_\_\_\_\_

## **Appendix 2: Sports Uniform, Logo and Hoodies Guidelines**

### **1. Introduction**

The reasons athletes wear a uniform is:

- To be recognised as a representative of a community
- To be part of a team and to belong to a community
- To respect the history of the community the uniform represents
- To focus attention on what really matters – playing the game, racing the race, competing in the competition

### **2. General Guidelines:**

- a. The use of the St Mary's College name and logo must be approved by the Principal in all cases.
- b. No student, team, coach, manager or parent may organise any apparel and/or bags bearing the name of St. Mary's College, SMC, or logo. Those who do will be removed from the team.
- c. Any proposed changes or additions to the Sports uniform of any code is to be made in writing. Proposals should detail any changes/ improvements to the current strip, reasons for the proposed changes, costs/funding etc.
- d. Any proposed changes must take into consideration our contract with NZ Uniforms.
- e. An order for the St. Mary's College Hoodie can be made directly to the NZ Uniforms Shop on Thorndon Quay. Students' surname is allowed on the back and in the case of siblings or students with the same surname, a first initial may also be used. No nicknames or abbreviations to be made.
- f. Ownership of St Mary's sports uniforms (including clothing, gear bags, balls, first aid and any other items supplied as part of a particular sport) remains with the School except in the following cases:
  - i. where the uniform is PE gear owned by students
  - ii. Netball uniform purchased by students
  - iii. Rugby shorts (NZ Uniforms) purchased by students

### **Non-Return of Uniform**

Any uniform that is not returned within ONE WEEK of the final game will be charged to the student's account at \$150 per item. Uniforms can be collected at the end of the season by coaches/managers or can be returned to the Sports Office in a bag with your name, form class and sports code written on a piece of paper inside.