



Our Lady of the Way Primary School
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SAFE SPORT POLICY

Schools are responsible for the provision of safe, relevant and well-structured sport and physical activity programs. The *Sport and Physical Activity in Schools Safe Conduct Guidelines 2012*, are designed to support teachers implementing, leading and supervising a range of sport programs and physical activities.

1.0 Rationale

At *Our Lady of the Way School* we believe that:

- It is important that all school experiences involving physical activity are conducted in a safe and supportive environment.
- Schools that create safe and supportive environments will not only protect students from injury, but will encourage their lifelong participation in regular sporting activity.
- If students participate in regular physical activity, they are more likely to enjoy a range of physical and mental benefits in adulthood.
- Children who engage in a safe sporting environment are more likely to enjoy the experience and excitement of physical activity, to develop skills, interact socially and achieve personal goals.

2.0 Aims

- 2.1 Allow students to participate in supervised sport at school.
- 2.2 Fully inform the parents of any proposed inter school sporting activities.
- 2.3 Allow students to represent the school in a variety of sports.
- 2.4 Whenever possible, provide training by experienced teachers for those students representing the school in any sport.
- 2.6 Make students aware of the importance of regular exercise and a healthy diet in their daily lives.

Student Wellbeing and Supervision

3.0 Supervision Requirements

- 3.1 When the school is made aware of an interschool sport involving physical activity, the Principal will assess the benefits and make a decision regarding involvement. The final decision is made in the best interests of the students.
- 3.2 Notes are sent to parents informing them of the proposed activities. If parents want their children to participate, they sign the permission note and return it to school by the due date. Students do not compete without parent permission.
- 3.3 Adequate supervision is provided at all sporting events involving physical activity.
- 3.4 **Transporting students by teachers: –**
- Approval from the Principal must be sought to transport any students to school functions or sports events.
 - Parental permission to transport students in a teacher’s vehicle must be obtained.
 - Parents and carers must be provided with advice on who the driver and other passengers will be in the vehicle.
 - Sighting and keeping records of vehicle registration, driver’s licence details and comprehensive insurance policies.
- It should be noted that, for child protection reasons, it is unacceptable for a single student to be driven by a single teacher. Another student or adult should be present.*
- 3.5 **Transporting students by parents: -**
- Approval from the Principal must be sought to transport any students to school functions or sports events.
 - Completion of Child Protection forms by parents who are transporting students is mandatory.
 - Parental permission to transport students in another parent’s vehicle must be obtained (see appendix 1).
 - Parents and carers must be provided with advice on who the driver and other passengers will be in the vehicle.
 - Sighting and keeping records of vehicle registration driver’s licence details and comprehensive insurance policies.
- It should be noted that, for child protection reasons, it is unacceptable for a single student to be driven by a single parent. Another student or adult should be present.*
- 3.6 If a large number of students are involved, a bus is used to transport students to the particular venues.
- 3.7 One or more teachers possessing up-to-date First Aid and/or CPR qualifications accompany the students to all sports involving physical activity.
- 3.8 The school mobile phone and first aid kit are taken to all sports involving physical activity.

4.0 Medical Conditions and Insurance

- 4.1 Ensure that students only participate in vigorous activities if medically fit. Students must not be allowed to continue playing if they are injured. If a teacher has reason to believe that a student is injured, the student should be removed from the field of play.
- 4.2 Activities such as break dancing and gymnastic routines will not be permitted unless the students are supervised by an appropriately qualified instructor.

5.0 Protection

- 5.1 Individual Health Care Plan - Children with specific needs are to be identified and catered for to allow participation at a level appropriate to their need or disability.
- 5.2 Any student taking prescription medication should have a clearance from the treating doctor before participating in sport or physical activity.
- 5.3 It is the responsibility of the appointed coach/instructor to:
 - ensure safety requirements, including the wearing of special equipment, mouthguards or apparel prescribed by the particular sport.
 - ensure students are instructed on the use adequate sun protection, e.g. SPF 30+ broad spectrum, water resistant sunscreen reapplied regularly and a broad brimmed hat when appropriate.
 - ensure warm-up and cool-down are be included before and after all training to prevent injury.
 - ensure students are instructed on appropriate hydration prior to, during and after activity.
- 5.4 **Starting Guns / Pistol Caps**

The use of a starting gun for swimming carnivals is not permitted. Alternatively the races will be started with the use of a horn, whistle and/or flag.
- 5.5 Students must remove jewellery and other ornaments likely to cause injury.
- 5.6 Sport shoes need to have strong and adequate support and soles. Shoes should have enough grip for the surface on which the game is played.
- 5.7 **Fixed Playground Equipment**
 - Backboard support posts and walls behind the goal posts, which may restrict or interfere with players movements must be padded.
 - Fixed goal posts must be padded (50mm thick) from the base to the ring.
- 5.8 **Portable Playground Equipment**
 - It is critical that portable soccer goal posts be securely anchored during the game in order that they do not overbalance and should be stored in a secure place or in a manner that renders them safe.
 - Portable goal posts should be fitted securely into sleeves. Goal posts should be padded (50mm thick) from the base to the ring.

6.0 School Swimming Scheme

- The school swimming program will be in accordance with NSW Board of Studies Curriculum and school guidelines.
- All appropriate information and excursion forms will be forwarded to parents for student participation and parent permission.
- The swimming program will be conducted by Sport & Recreation, Private or Council subcontractors. Employing contractor responsible for all child protection and insurance matters. Documentation of these to be provided to the school.

7.0 External Sports Days/Activities

- Where students are required to attend sporting activities off school premises teachers must ensure all the relevant information and excursion forms are sent to parents prior to the event.
- Children attending external sporting activities must have the appropriate permission forms returned to the school prior to leaving for the event with all medical conditions and requirements noted.

8.0 Risk Management

A risk assessment will be carried out for the purpose of school activities when utilising council owned parks or venues where a risk assessment is not available.

9.0 Budget

A budget will be provided for the professional development of staff and acquisition of resources according to the needs of the school.

10.0 Evaluation

The Principal, with delegated responsibility to the Leadership Team will be responsible for the planning, implementation and review of this program.

Permission Note to Transport Students During School Hours to Approved School Activities by a Parent

I _____ am able to assist with the transportation of students
(Parent's Name)

to /from *(cross out if not applicable)* the approved school activity named below. This involves travel between

_____ and _____
(origin of journey) *(destination of journey)*

I am a licensed driver. My vehicle is safe, in a good state of repair, has full comprehensive insurance and is equipped with seatbelts to safely transport passengers. For this event I am able to safely transport _____ student passengers.

These transport arrangements have the knowledge and approval of the school Principal.

Please complete the following:

Name of school activity	
Day or time of school activity	
Driver's name	
Licence Number	
Vehicle make/model	
Registration	
Insurance details (company, comprehensive/third party, policy number)	
Parent/Carers phone number/s	

I have completed the Child Protection Module required by the CEDP: Yes Date:

Signature of Parent/Carer driving: _____ Date: _____

Student's Name: _____ Class: _____

Student's Name/s: _____ Class: _____

Student's Name/s: _____ Class: _____

Student's Name/s: _____ Class: _____

Signature of Principal: _____

Permission Note to Transport Students During School Hours to Approved School Activities by a Teacher

I _____ am able to assist with the transportation of students
(Teacher's Name)

to /from *(cross out if not applicable)* the approved school activity named below. This involves travel between

_____ and _____
(origin of journey) *(destination of journey)*

I am a licensed driver. My vehicle is safe, in a good state of repair, has full comprehensive insurance and is equipped with seatbelts to safely transport passengers. For this event I am able to safely transport _____ student passengers.

These transport arrangements have the knowledge and approval of the school Principal.

Please complete the following:

Name of school activity	
Day or time of school activity	
Driver's name	
Licence Number	
Vehicle make/model	
Registration	
Insurance details (company, comprehensive/third party, policy number)	
Parent/Carers phone number/s	

Signature of Teacher driving: _____ Date: _____

Student's Name/s: _____ Class: _____

Student's Name/s: _____ Class: _____

Student's Name/s: _____ Class: _____

Student's Name/s: _____ Class: _____

Signature of Principal: _____