



Coláiste na Carráige

**Extra Curricular
Activities Policy**

Coláiste na Carraige Extra Curricular Activities Policy

Terms of reference

This policy refers to the organisation by and participation of staff, mentors and students in extra-curricular activities(ECA) whether individually or in teams representing Coláiste na Carraige (e.g. sports, debating, quiz teams, foreign trips, cinema/theatre outings, work experience etc.)

Rational

The schools mission statement emphasizes the holistic development of the individual so that each student can reach his/her full potential. The school therefore recognizes that extra curricular activities represent a valuable aspect of the learning process and contribute to the development of a rounded individual. ECA complement and support in-school learning and helps students to broaden their horizons in ways that would not be possible within the confines of the school premises alone.

Goals

- To provide the school community with a clear understanding of the role of ECA in the school.
- Enable students to take full advantage of ECA with a view to achieving a rounded education.
- Ensure consistent approaches to the planning and implementation of ECA in the school.
- Recognition of the voluntary nature of ECA and its benefits to students and the whole community.

Implementation of policy

- The implementation of this policy depends on the goodwill and support of the school partners and authorities.
- School rules apply at all times; therefore, this policy is linked to the schools Code of Behaviour and discipline system.
- Parental involvement in training and coaching teams, and supervision is welcomed, subject to the approval of the school authorities and proof of up to date Garda Vetting.
- Students must wear full uniform unless instructed otherwise by the school.

- It is essential that students comply with all instructions of bus drivers and other outside authorities with responsibility for ECA, such as instructors or guides.
- Strict adherence to health and safety precautions associated with each particular activity is necessary.
- The utmost respect must be shown to the organizers and property of others when on ECA. The principles of “respect, co-operation and partnership” are key elements of our mission statement.

Parental involvement and consent

As holistic education is dependent on a co-operative approach between parents and school, it is vital that parents are fully aware of and committed to the success of the schools ECA and policy.

- Parents should be given a description of the activity, including date, place, time, duration and means of transport.
- Parents should be consulted at an early stage regarding proposed trips and costs involved. Dates of all activities should be provided as soon as they are known.
- Any proposed ECA should be posted well in advance and included in the school calendar.
- Where an overnight stay is involved, a permission form will be sent to guardians/parents to seek permission for the ECA involved. Additional information where necessary should also be forwarded. The permission form should include all relevant details e.g. contact details, emergency contact numbers, details of special diet requirements, medical conditions, allergies, medication, contact details of the students GP. This form should be signed by parent/guardian indicating their consent and countersigned by the student indicating willingness to obey school rules and all instructions given by instructors, leaders, bus drivers etc.
- Contact details when abroad should be given to parents.
- Group leaders should carry all relevant data with them when abroad e.g. contact details, permission slips in case of emergency. (See Appendix 1)
- On foreign trips, for safety reasons, students should give their mobile phone numbers to group leader/s.

Behaviour on Extra Curricular Activities

The success of the schools ECA programme is dependent on the good behaviour of the students involved. The ECA policy is therefore linked to the school Code of Behaviour. For all ECA activities, health and safety is a top priority and there are behavioural issues which need to be emphasized (See Appendix 2).

This policy was adopted and ratified by the Board of Management of Coláiste na Carraige.

Signed: _____
Chairperson of BOM

Signed: _____
Principal

Date: _____

Date: _____

Date of next review: _____