

Physical Education Department



**STUDENT ATHLETES'
INFORMATION
BOOKLET 2014-15**

The primary objectives of the Extra Curricular Sports Programme (commonly known at St. Paul's as E.C.A. – Extra Curricular Activities) are

- Active participation in physical activities and specific sport training sessions.
- Fitness
- Commitment and personal responsibility
- Relationship with others
- Social behaviour
- Personal and group safety
- A lifestyle orientated to overall well-being
- To provide pupils with skills, knowledge, and understanding to allow them to get involved in lifelong physical activity

Opportunities exist for pupils to represent St. Paul's in a number of sports during the year. The sports outlined below are the ones where competition exists in various leagues and tournaments.

Boys' teams

Basketball

Football

Futsal

Volleyball

Girls' teams

Basketball

Football

Volleyball

PE AND ECA ACTIVITIES

- PE grades will be written by PE staff and are based upon PE lessons
- ECA grades are written by ECA staff and based upon ECA activities
- Both sets of reports are independent of each other

Coach's Code of Conduct

Coaches' attitude has great influence in players' behaviour before, during, and after a contest.

The focus should be on positive competition and enjoyable experience for pupils.

- Emphasize mutual respect and cordiality amongst coach, players, adversaries and referees.
- Be calm, in control, and supportive of your players.
- Encourage players often, instructing players in a positive way.
- Dress in an appropriate manner during practices and games.
- Be punctual to practices. Coach must be at the practice venue 15 minutes before the session.
- Be punctual to matches.
 - Home matches - Coach must be at the local of game one hour before scheduled start, to ensure that everything is ready for the match.
 - Away matches – Coach must schedule transport to be at the local of the match at least 40 minutes before the scheduled time.

Coaches' duties and tasks

- Keep register of attendance for all practice sessions.
- Keep assessment record to compile end of year reports.
- Plan the training programme.
- Prepare the ECA Timetable with other members of the Department.
- Help to complete the Competition Calendar.
- Seek and select suitable tournaments for participation along the school year.
- Plan the participation of the teams in trips and residential tournaments.
- Take care and prepare players documentation for tournament participation
- Elaborate and publish Transport Forms for away games.
- Inform parents about fixtures.

PE lessons and ECA activities

- ECAs are extra to the curriculum and not instead of the curriculum
- A pupil who is not fit for a PE lesson will not be allowed to attend an ECA activity or match on that same day.
- A pupil who is medically signed off by a doctor will not be allowed to resume PE or ECAs until the doctor's note has expired or the doctor has given permission for that pupil to resume physical activity.

- **A pupil who has trained all season and is then injured prior to a sports trip may be considered for that trip to NR.**
- **A pupil who has been injured all season and has not been fit to train will not be considered for a sports trip to NR.**

Players' Conduct

The coaching staff must be aware of the following items, publish the conduct guidelines to players and ensure that players are fully informed of rules:

- *Players' language*

Language in public or relevant group situations must always be appropriate and socially acceptable.

- *Players' behaviour*

Players' behaviour and personal conduct must at all times be of a high standard and reflect favourably on the School's reputation.

- *Players' dress and safety*

Players' dress and safety must be of the highest standard for both training sessions and matches.

Football players must have long sock and shin pads for all sessions and matches.

Girls' hair is to be tied back and all jewellery is to be removed

- *Interactions with officials*

Players must address to officials always in a polite manner and according to the game rules. Officials' decisions should never be questioned by players.

- *Travelling to games and tournaments*

Players must meet at the correct time and not delay the departure of the bus. If tracksuits are provided then all players must use them for the journey.

All players are to wear a seat belt at all times whilst on the bus – no exceptions

- **Conduct guidelines for Tournaments.**

Personal appearance shall be appropriate to the circumstances and as indicated by the group leader or coach. Designated dress codes must be followed when specified.

Throughout the duration of the trip, players should inform staff of their whereabouts. Punctuality on all occasions is essential and any curfew must be observed.

Consumption of alcohol and smoking are totally forbidden for players.

Attendance at all activities is expected unless agreed by the group leader.

All ground rules must be observed and followed strictly. This will include punctuality for meals.

Sanctions:

Breaches of the Code of Conduct will be dealt with in the first instance by the group leader. He/she will report any incidents to the school as appropriate, and will take further action as is deemed necessary.

All student-athletes and spectators must comply with the following São Paulo High School League code of conduct:

São Paulo High School League

Athletic Code of Conduct for Players and Spectators

Integrity – Encourage honest and sportsmanlike conduct. Act and compete honourably.

Respect – Make all your cheers positive and deal peacefully with anger and disagreements.

Responsibility – Exercise self-control and represent yourself, your team and your school community with honour.

Fairness – Treat all participants, officials, and spectators fairly and with respect. Know the game and be willing to listen and learn.

Class – Be gracious in victory and accept defeat with dignity.

~ Good faith efforts by *participants, officials and spectators* to honor the words and spirit of this Code will improve the quality of our programs ~

This Code of Conduct is supported by the American School of Campinas, Chapel School, Graded School, Pan-American Christian Academy (PACA), and St. Paul's School.

Attendance of School Trips during Term Time

This text aims to covers trips that occur during term time and includes, though is not exclusive to:

1. Rancho
2. MUN
3. Duke of Edinburgh

How to be put forward for selection

These sorts of trips take place during term time. Hence, it is vital that the School is confident that attendees will be able to catch up the work missed.

Attendance is a privilege that is earned through hard work in the classroom.

Not having one's name put forward for selection is *not* a punishment because punishment implies that attendance is a right, which it is not. An example of non-attendance being a punishment would be where a pupil was due to go to rancho due to their hard work in class but was then involved in a fighting incident and so was not allowed to go.

What can stop a pupil's name from being put forward for selection?

1. Non-attendance, poor attitude, poor conduct at the ECA sessions, or matches, run by the teacher(s) leading the trip. **This also includes PE lessons with regard to rancho trips.**
2. Poor Effort grades
For F3-U6 – a B grade average for all subjects would automatically mean that a pupils' name is put forward. The closer the average is to a C, the more likely it is that a pupil will not have displayed the required effort to be put forward for selection. It is be extremely unlikely that a pupil with an Effort grade average below C would be allowed to go on.
For F1-F2 – the more the average of any of the three categories is below 3.5, the more likely it would lead to a discussion about whether a pupil should be put forward for selection. It is be unlikely that a pupil with an Effort grade average below 3 would be allowed to go.
3. Unauthorised absence – if a pupil has had unauthorised absences from school, this would lead to questions asked about whether that pupil can afford to have further time away from the classroom.
4. Injury prior to the trip (see notes above for clarification).
5. General attendance record – if a pupil has had spent a lot of time away from the School due to illness, for example, this would again lead to a discussion about whether a pupil should attend.
6. F5 and U6 students who wish attend such trips in Term 2 will need to have worked very hard for their Mocks thus indicating that attendance would not stop them achieving their potential in the final examinations.

7. If a trip is close to the End of Year Examinations, the Achievement grades of F1-4 and L6 pupils are closely examined in order not to put their promotion to the next academic year in jeopardy.

If a pupil's name is up for discussion this means that teachers (including those leading the trip), Heads of Year and Senior Leaders. This exhaustive process will lead to a final decision as to whether a pupil's name should be put forward for selection.

SPORTS PERMISSION SLIP AND AGREEMENT

(acordo esportivo e autorização para viagem)

I have read the athletic handbook, which constitutes the athletic agreement, with my son/or daughter and we will comply with all school, League, and tournament rules

(Eu li o regimento esportivo, que constitui a acordo de participação esportiva, com meu filho/a e, iremos respeitar todas as regras da escola, da Liga e dos torneios.)

Therefore, I authorise my son/daughter _____
(Portanto, eu autorizo meu filho/filha)

To travel on the school buses and represent St. Paul's in any sport even during this academic year.

(A viajar no ônibus da escola e representá-la em qualquer evento esportivo durante ano letivo).

The school will provide transportation and the pupil must wear a seat belt on all journeys.

(A escola providenciará o transporte e os alunos devem usar o cinto de segurança em todas as viagens.)

I understand that students will be supervised and I release the school from liability, except liability due to negligence.

(Entendo que os alunos serão supervisionados e isento a escola de qualquer responsabilidade, exceto aquela cometida por negligência comprovada).

Student's Last name (*sobrenome*)

Student's First name (*nome*)

Date of Birth (*dd/mm/aaaa*) _____ Tutor _____ Form _____

I.D. number or passport number _____
(número do R.G. ou passaporte)

Father's name and signature
(nome e assinatura do pai)

Mother's name and signature
(nome e assinatura da mãe)

Home phone (*tel. residencial*) _____

Mobile phone (*cellular*) _____