

# OLG PARENT ASSOCIATION EXTRA CURRICULAR SPORTS



## General Information and Code of Conduct

### CONTACT

[olgpasport@gmail.com](mailto:olgpasport@gmail.com)

For info, also see the school website:

[www.ourladysgrove.ie](http://www.ourladysgrove.ie)

## SPORTS ON OFFER

Athletics 3<sup>rd</sup> -6<sup>th</sup> Class

Basketball 2<sup>nd</sup> - 6<sup>th</sup> Class

Gymnastics 1<sup>st</sup>-6<sup>th</sup> Class

Hockey 4<sup>th</sup> -6<sup>th</sup> Class

Tennis JI /SI

Outdoor Soccer 2<sup>nd</sup> - 6<sup>th</sup> Class

Indoor Soccer 1<sup>st</sup> - 6<sup>th</sup> Class

## GOALS AND OBJECTIVES

The parents, teachers and staff of Our Lady's Grove recognise the benefits for all of our children in being actively involved in a variety of sports. The Parent Association is committed to promoting a sports programme based on the following principles:

- To encourage every child to participate in sport.
- To ensure that there is a wide variety of sports on offer throughout the school year.
- To incorporate and enhance sport as part of the PE curriculum.
- To promote a strong community ethos through the sports programme.
- To secure long term investment in order to sustain the sports programme.
- To ensure that Child Protection procedures are in place and adhered to at all times.

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*"Just play. Have fun. Enjoy the game!" – Michael Jordan*

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## DAY TO DAY

On a daily basis the sports programme is managed by volunteer Activity Co-Ordinators. Each Activity Co-ordinator is assigned a different sport. The co-ordinator liaises with the coach, parent volunteers and school office to plan and run the particular sporting activity.

We are also heavily reliant and deeply grateful to our parent volunteers who help out with supervision at each of our classes. We operate a volunteer sign up facility via [signupgenius.com](http://signupgenius.com). Whether you are free to help for one class per term or more it is greatly appreciated. See more information below.





## SIGN UP / REGISTRATION

Parents receive details and an invitation to apply by email from the school in September. Expression of Interest and /or queries should be sent to [olgpasport@gmail.com](mailto:olgpasport@gmail.com) Applications will only be taken after the invitation has been distributed.

All expressions of interest received within 48 hours will be processed and **places are allocated randomly using a lottery system.** Where an activity is over subscribed, a waiting list will be maintained and managed as places become available.



## CODE OF CONDUCT

Our Lady's Grove Code of Behaviour/Anti-Bullying policy are extended to all extra-curricular activities in which children of the primary school are engaged, whether on or off site. Please refer to the school website [www.ourladysgrove.ie](http://www.ourladysgrove.ie) for access to school policy documents.

## Acceptable Behaviour

1. Showing respect for team mates, instructors and volunteer parents.
2. Arriving on time with the appropriate clothing and footwear.
3. Listening attentively to the coaches and parent volunteers.
4. Trying your best at all times and taking pride in your performance.
5. Showing a team spirit by encouraging your team mates.
6. Assisting the coach to set up/put away equipment, if requested, before and after session.

## CODE OF DISCIPLINE

Instructors/coaches are responsible for promoting good behaviour during each session.

**Minor Misdemeanor:** once off disruptive behaviour, speaking out of turn, disrespecting the adult or team mates. A child involved in a minor misdemeanour will be given a TIME OUT. The child/ren will be supervised at all times by the parent volunteer on duty.

**Serious Misdemeanor:** Continuous Disruptive/inappropriate behaviour, bullying behaviour, damage to property, harming another person. A child involved in a serious misdemeanour will be given a TIME OUT. The child/ren will be supervised at all times by the parent volunteer on duty. Parents/guardians will be contacted and every effort will be made to resolve the issues and/or restore relationships before the child/ren is permitted to return to the sporting activity. In the event of repeated and continual disruptive behaviour the Parents Association reserves the right to ask the parents/guardian to remove the child/ren from the sports programme.

## GUIDELINES FOR PARENTS:

- Parents are responsible for drop off and pick up. Please be on time for both.
- Payment must be received by EPP before the first class at the beginning of term.
- Parents must ensure that children have the right sports equipment and clothing.

- Parents are encouraged to volunteer for supervision at least once a term.
- Parents must inform the Activity Co-ordinator of any illnesses, allergies or disabilities in relation to their child.
- Parents must ensure that their child/ren know what is expected of them in terms of the OLG Code of Conduct for the Sports Programme.

## ROLE OF THE ACTIVITY CO-ORDINATOR

- The AC is the enrolment officer for specific sporting activities and manages the registration/ enrolment for each term.
- The AC is responsible for creating the attendance record sheet which includes contact details for parents of the children in that particular sporting activity. A master copy will be held in the office of the school.
- The AC is responsible for setting up the rota for parent volunteers for each term. This is done through an on-line service called Sign-up Genius.

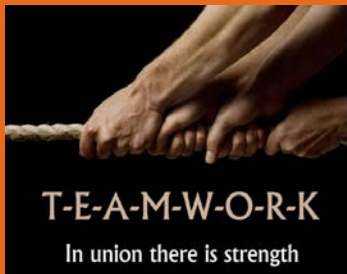
Are you interested in getting stuck in?

Are you up to the challenge?

Why not become an Activity Co-ordinator for a term?

Share the load ...

Email us now at :  
olgpasport@gmail.com



- The AC is responsible for ensuring that all fees are paid by EPP in advance.
- The AC ensures that parents/guardians have received a copy of OLG Code of Conduct.

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*“No one can do everything but everyone can do something” Anon.*

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## ROLE OF THE INSTRUCTOR/COACH

- Instructors/coaches are responsible for beginning and ending activities on time.
- Instructors/coaches must be Garda Vetted on behalf of the school and clearance verified. Certificates will be filed in the office in compliance with Child Protection procedures.
- Instructors/coaches are responsible for ensuring that all furniture, equipment are put back at the end of each activity.
- Instructors/coaches are responsible for promoting excellent behaviour during the activity.
- In the event of a pupil requiring medical treatment, the instructor/coach will liaise with the parent volunteer on duty. Parent/guardian will be contacted immediately. A written record will be kept. In the interest of child safety the instructor/coach may bring the class to a close and contact parents/guardians to collect children early.
- Instructors/coaches must remain with the parent volunteer until all the children have left the venue.
- Instructors/coaches must abide by the code of conduct for teachers and child protection procedures.



## **ROLE OF PARENT/GUARDIAN VOLUNTEERS**

- Only Parents/Guardians from the OLG school community are permitted to supervise during activity sessions.
- There must be a parent/guardian volunteer at every sporting activity. He/She must be visible at all times during the activity.
- Parent/Guardian volunteers do not require Garda Vetting as they will always be in the presence of the instructor /coach, who is Garda Vetted.
- Parent/guardian volunteers are never on their own with the children.
- Parent /guardian volunteers arrive at the venue ten minutes prior to the session.
- Parent /guardian volunteers record attendance.
- Parent /guardian volunteers will ensure that children go to the bathroom in pairs.
- In the event of an injury the parent/guardian volunteer will be guided by the instructor/coach. The parent volunteer may be advised to contact the child's parent.
- Where the instructor institutes a "Time Out", the parent/guardian volunteer will supervise the child in the presence of the instructor/coach.
- Sign up Genius, a simple online sign up tool, is used by parents and co-ordinators to manage sign up slots. Parents select dates they are available. Reminders will be sent automatically in advance of sign up dates.

**Please Note our New Email Address**

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