

# SHC SPORTS/PE DEPARTMENT

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## INTRODUCTION:

In the past few years some students have committed themselves to a wide range of activities without the necessary planning and preparation required to fitting everything in. In this booklet we are attempting to provide information, so students will know what is involved in each activity, what costs will be incurred and what time commitment is required. Students in consultation with their parent/caregiver can make an informed choice about what they will do.

Our suggestion is that a student can manage **TWO** extracurricular activities in each season Summer/Winter and still complete the required homework and family activities.

The **Sports Registration forms** – for both Summer & Winter Seasons at the rear of this booklet are to be completed and returned to the Schools Main Office by the set date on each form. We ask for you to please take careful consideration when choosing which sports you would like to participate in and have them in on time, as we will arrange Sporting trials around these forms – Any student who wishes to trial and play sport at Sacred Heart **MUST** have the Registration Form completed and signed by both themselves and a parent/caregiver - Failure to do so may jeopardize their chances of trialing. **PLEASE ENSURE THE REGISTRATION FORMS ARE COMPLETED CORRECTLY AS THEY WILL NOT BE ACCEPTED INCOMPLETE!**

Sacred Heart College girls, has available to them a wide range of sporting activities. The Board of Trustees wishes to retain this range of options but as costs have increased it is now no longer possible to cover all affiliation fees and tournament costs from within the school's budget. A Sports Levy Fee of \$10 has been added into the Individual Sporting Code registration fee which is due at the set date. Costs such as uniform fees and pool hire are additional.

## UNIFORM:

Uniform requirements will be kept to a minimum but in all cases the uniform is non-negotiable. Our various sports uniforms are registered for sporting codes and must be adhered to. The Sacred Heart College standard Physical Education uniform is:

- ✓ White/Red/Black SHC sports shirt
- ✓ Black Lenco shorts
- ✓ White ankle socks (unless stated to wear black sport socks)
- ✓ Clean shoes
- ✓ Red Lenco skirt (used for Netball & Hockey)

### **All items of the above sports uniform are available from the uniform shop.**

Uniforms are provided to selected teams – 1<sup>st</sup> XI Football, 1<sup>st</sup> XI Hockey, Senior A & B Netball teams and the 1<sup>st</sup> XV Rugby Team.

**SPORTS JACKET:** The Canterbury sports jacket is available to order from the Sports Office. It is recommended that each student has one of these, and is compulsory that all members of a 1<sup>st</sup> or Senior A Teams have one as they require them when travelling away on various tournaments.

## HOW TO USE THIS BOOKLET: Information for Students:

Draw up a weekly timetable which indicates when you have time available for extra activities. Bear in mind your workload, any extra responsibilities you may carry and any outside school commitments you already have.

Remember that you will be able to choose more than one activity per season. Look at the timetable of activities carefully. Some continue throughout the entire year and others are for a short period of time only.

Choose the activities you want to do. Write them on the form provided and work out the costs involved. Check with your parents (or whoever pays the fees) and get them to sign the form.

If you are unsure of anything, check with the Sports Director **before** registration day so that you know exactly what you have committed yourself to.

**ALL SUMMER SPORTS**

**REGISTRATIONS**

**ARE DUE IN BY:**

**“Friday 3rd February 2012”!**

**Registration Forms and Money MUST be placed in the posting box in the Schools Main Office. The envelope MUST be marked “Sports Fees” and also have the students name and form class on the front of the envelope.**

Due to Winter Sport starting in Term 2, we are holding trials for all sporting codes in Term 1; **although team lists will not be finalized until payment is received – this includes the internet banking option. Therefore it is essential that we receive your payment for you to be placed in a team.**

**ALL WINTER SPORTS**  
**REGISTRATIONS ARE DUE IN BY:**  
**“Friday 24<sup>th</sup> February 2012”!**

**SPORTING ACHIEVEMENTS:**

During the course of the year there are a number of occasions where the school recognizes and applauds the sporting achievements of its students. This applied equally to all sporting codes. The Physical Education and Sports departments generally hear of such successes but there are some girls who reach representative status outside of the school's domain - particularly in minor codes, and we don't know about it. We need you to tell us about such achievements.

If you know of a SHC student (including yourself!) who has been chosen in a regional or national squad or team, who has broken a record or achieved similar sporting success, please let us know. We want to acknowledge our student's successes.

**Behavioral Expectations for Sacred Heart College**  
**Students:**

All Sacred Heart College sporting students are required to sign the “Student Declaration” on the Sports Registration Forms – both Summer & Winter. The expectations of our sportswoman are published below:

- Attend all practices and games at the scheduled times. Girls MUST give their Coach or Manager at least 24 HOURS NOTICE if they know that they are going to be unavailable for a game or practice. It is not acceptable to just miss a practice without notice to the appropriate person – telling a friend to tell the coach it NOT acceptable.
- Wear the CORRECT sports uniform in a tidy and appropriate manner. Details of the uniform requirements are included in the sports information for each sporting code.
- Respect the rules, officials and the Fair Play Charter.
- Respect the decisions of referees & umpires. It is not acceptable to argue with an official and this will not be tolerated.
- Co-operate and show the Coach, Manager and teams respect at ALL times.
- Regularly check the sports notice board, take note of the daily notices and attend ALL meetings as required.

## **Behavioral Expectations for Sacred Heart College Parents/Caregivers:**

We ask all Parents/Caregivers to also sign the Sports Registration forms and abide by the following Code of Conduct:

- Encourage all players in a positive manner
- Leave the Coaching to the Coaches. Players should be able to hear coaching instructions from Coaches only during play, half times and practices.
- Refrain from making comments to any official, no matter how much you disagree with the call.
- Refrain from negative comments to any Parent/Caregiver or spectator from any opposing team. If you disagree with their behavior – show them how a supportive Parent/Caregiver acts.
- Make every effort to get your daughter to games and practices on time. If there is a problem with this, please talk to one of the coaching staff and make other arrangements.
- Please ensure you give the officials room to move on the sidelines.

## **Fair Play Charter:**

When playing sport to Sacred Heart College we try our hardest to:

- Play hard but play fair
- Enjoy ourselves
- Play within the rules
- Respect all officials
- Respect the opposition and their supporters
- Respect your own team mates and supporters
- Be gracious winners and dignified losers



## **Coaches, Managers and Officials:**

Participation in sport at Sacred Heart College involves up to 70% of our students. It is our policy that all teams have at least a Coach or Manager. The success of our sports programme depends on the help of our Parent, Student and members of the community volunteers whose help we value. If you are able to assist in one of these roles, please fill in the 'Volunteer Registration of Interest' on your daughters sports registration form.

## **Coach Education:**

We support and encourage Coaches education and various opportunities will arise during the course of the year for ongoing education. If you are interested in attending coaching course that you are aware of, please contact the Sports Director.

## **Student Coaches:**

Senior Sporting Students are encouraged to coach a junior team if they have an interest in a particular code. Coaching is acceptable as a service for the Duke of Edinburgh Young New Zealanders Challenge, in which we have a lot of students participating in and using this to complete their Award. We encourage all of our student coaches to attend the student coaches' education opportunities when they come available.

## “ROLE DESCRIPTIONS”:

### *Coach Responsibilities:*

- Discuss and establish with players, protocols and expectations
- Develop in conjunction with players team goals
- Through practices, enhance and develop the players’ skills, fitness and mental application to the sport
- Keep up to date with coaching methods and attend courses when available
- Appoint responsible team members to hold positions of captain and vice-captain and ensure they are aware of their responsibility
- Through personal communication encourage parental support of the team
- Communicate results and any incidents to the Sports Director – Good or Bad!

### *Manager Responsibilities:*

- Support the coach and liaise with the Sports Director over any team matters
- Ensure that uniforms are worn correctly and appropriate to the Sacred Heart standard
- Establish with Coach and players the best form of communication and ensure this is upheld
- Ensure that all gear and uniforms distributed are looked after throughout the season and ensure that it is returned on time and in good condition.

### *Player Responsibilities:*

- Players must accept the schools selection policy and procedures
- Players must attend all practices and games punctually as required. If for any reason girls can not attend they must contact their coach or manager personally to explain why; If girls are injured they should still be attending the practices and learn by listening and watching
- Coaches have the right to adopt a ‘no practice – no game’ policy
- Players MUST wear the correct uniform and if required safety equipment i.e. mouth guards, shin-pads etc. Incorrect uniform or gear will mean standing on the sideline
- Players must assist with team duties and responsibilities when required or asked
- Uniforms or gear issued to players by the school or Team Manager is their responsibility and students will be charged for any items not returned, lost or damaged
- Players must abide by the Fair Play Charter and uphold the principles of Fair Play and the school rules at all times