

# GRANTLEIGH



## GRANTLEIGH SCHOOLS SPORT POLICY GRLC01GE

**Proposer:**

**Head of Sport: Shaun Kommer** \_\_\_\_\_

**Approved by:**

**Executive Head: Mr Shaun McMurtry** \_\_\_\_\_

**Operational Head College: Mrs Juriana Filmalter** \_\_\_\_\_

**Operational Head Preparatory School: Mr Ivan Olivier** \_\_\_\_\_

# CONTENTS

1	Vision, Mission & Values Statement.....	3
1.1	Vision Statement .....	3
1.2	Mission Statement.....	3
1.3	Values Statement.....	3
2	Introduction.....	4
3	Sports offered at Grantleigh.....	5
3.1	Primary Sports.....	5
3.2	Secondary Sports.....	5
4	Sport Organogram.....	6
5	Roles and Responsibilities .....	7
5.1	Head of Sport: .....	7
5.2	Sport Co-ordinators:.....	7
5.3	Team Managers:.....	8
5.4	Coaches: .....	9
5.5	Master in Charge (MIC):.....	10
5.6	Students:.....	10
5.7	Captaining .....	10
5.8	Parents: .....	10
6	Communication.....	10
6.1	Junior Preparatory & Senior Preparatory Sport .....	10
6.2	College Sport.....	11
7	Results.....	11
8	Practice Procedures.....	11
8.1	Practice Times .....	11
8.2	Structure of practices.....	12
8.3	Practices during inclement weather.....	12

8.4	Heat Index Chart .....	13
9	Team Selection .....	14
9.1	JP Sport .....	14
9.2	SP Sport:.....	14
9.3	College Sport:.....	14
9.4	Age Group Selection .....	15
9.5	Dropping of a player .....	15
9.6	Regional and Provincial Representation .....	15
9.7	Selection of Captains.....	15
10	Sport Seasons and Fixtures .....	16
10.1	Sporting Seasons.....	16
10.2	Fixtures .....	16
11	Transport.....	16
12	Tours and Festivals .....	17
13	Student Safety and Injury procedure (GRLC02IN).....	17
13.1	Injury procedure .....	17
14	Preparatory School Sports Awards .....	18
14.1	Head of Preparatory School Awards: .....	18
14.2	Ludorum winners:.....	18
14.3	Sport specific awards:.....	18
14.4	Sports personality of the year: .....	18
14.5	Sportsman and woman of the year: .....	18
15	Student Dress Code.....	22
16	Code of Conduct .....	25
17	Discipline & Suspension.....	25
18	Criteria for a sport to become a school sport .....	26
19	guardians of the policy.....	26

# VISION, MISSION & VALUES STATEMENT

## 1.1 VISION STATEMENT

To help develop our students into well-rounded young people who understand the value of sport and sportsmanship, as well as the importance of playing for fun whilst respecting the rules of the game and providing avenues for our students to achieve at the highest level.

## 1.2 MISSION STATEMENT

To create an inclusive and integrated school sports programme through which our students are taught the basic skills needed to play our selected sports and are afforded the opportunity to use them in competition.

To promote a healthy lifestyle thereby contributing to “the intellectual, social, spiritual and physical development of every student in a nurturing environment,” as stated in the Grange Mission Statement.

## 1.3 VALUES STATEMENT

As a Christian-based school we will strive to instil Christian values in our students both on and off the sports field in accordance with our motto, ‘To God be the Glory’.

## 2 INTRODUCTION

**Why do we play sport?** Sport has incredibly valuable benefits for our students both physically and mentally. The life skills learned on the sports fields such as teamwork, persistence, sportsmanship and time-management, will most definitely complement our students' academic endeavours as well as add value to all other aspects of their lives.

The philosophy of sport at Grantleigh is one of instilling a love for competitive sport from a young age with the main aim being that of having fun. We will strive to make our sports teams as competitive as possible without losing focus on the fun aspect, love of the game and the importance of always giving of one's best. Our sportsmen and women will continue to be taught to win with humility, lose with dignity and show good sportsmanship at all times.

To achieve this we will take guidance from the **Long Term Athlete Development (LTAD)** model as this is considered to be most suitable to our situation. We have made mention of it in the past but I believe it should be at the core of what we do. It should govern policy formation, as well as aims and objectives. This model of athlete development is internationally recognised and underwritten by SASCOC in the South African Sport for Life programme.

According to this model an athlete/student develops in 7 stages.

- Stage 1 Active start: 0-6 years
- Stage 2 Fundamentals: 6-9 years
- Stage 3 Learn to train: 9-12 years
- Stage 4 Train to train: 12-16 years
- Stage 5 Train to compete: 16 – 23 years
- Stage 6 Train to win: 19+
- Stage 7 Active for life: any age

Each stage is connected to a specific age group and should guide the outcomes during that specific phase.

**Stage 1** is where the students learn how to play with few if any rules and without limiting structures. This is achieved in our Grade R play area.

**Stage 2** is where a student is introduced to a sport and taught the fundamentals or very basic skills needed to play the game, with the emphasis on fun and learning through playing.

**Stage 3** is where we teach the students how to train correctly e.g. why we warm-up and the benefits as well as the importance of fitness. This is done to prepare the students for the next stage in their sporting development.

**Stage 4** is the stage during which the students work very hard on fitness and mastering the individual skills taught to them in the previous stages.

**Stage 5** sees the teaching of more advanced skills such as 'reading' play, 'reading' your opponent and tactical awareness development.

*Stage 6* is reserved for the first teams, where playing to win is a factor as well as learning to deal with the pressures that playing at a higher level brings. This is when coping mechanisms and gamesmanship are taught.

*Stage 7* is simply to continue playing sport throughout one's life, thus staying physically active and healthy.

### 3 SPORTS OFFERED AT GRANTLEIGH

Sports codes that the school offers are divided into two groups, Primary and Secondary. In Primary Sports the students take part in the sport offered at school and we arrange fixtures and coaches for the sport. For Secondary Sports, the school arranges for the students to take part in the sport at a club or at an off-site facility. Fixtures and transport are organized by the club structures. Secondary Sports require specialist facilities, equipment and coaching that the school cannot provide.

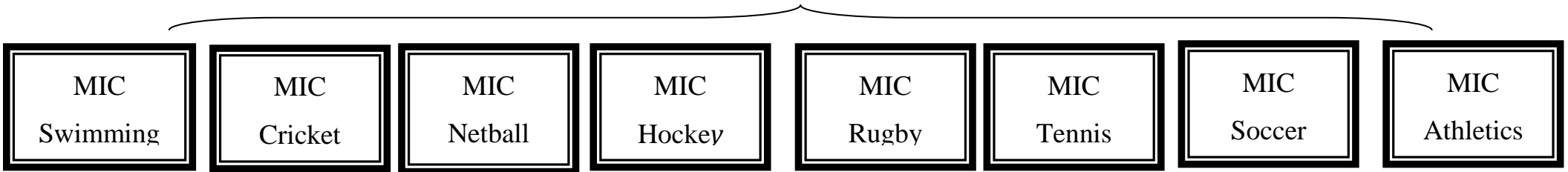
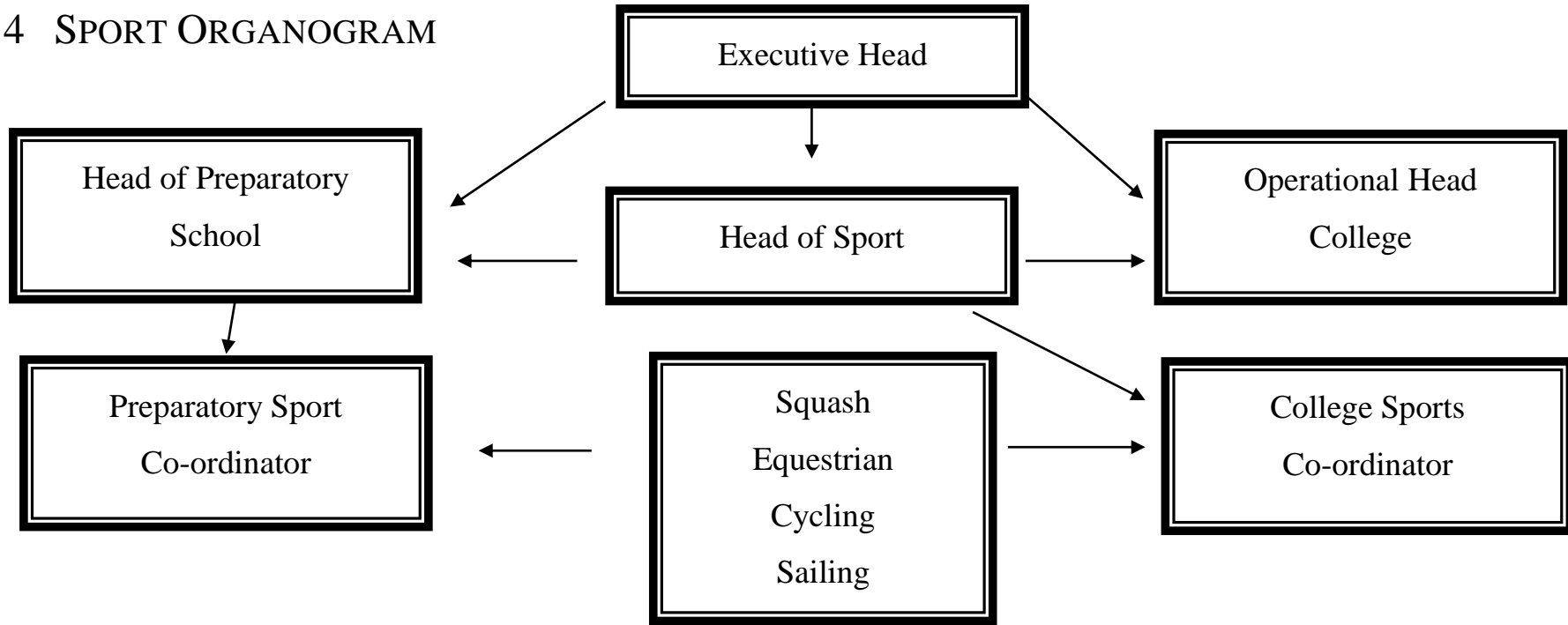
#### 3.1 PRIMARY SPORTS

- |                         |          |
|-------------------------|----------|
| ➤ Athletics             | GRLC10AT |
| ➤ Cricket               | GRLC11CR |
| ➤ Hockey (Boys & Girls) | GRLC12HO |
| ➤ Netball               | GRLC13NE |
| ➤ Rugby                 | GRLC14RU |
| ➤ Soccer                | GRLC15SO |
| ➤ Swimming              | GRLC16SW |
| ➤ Tennis                | GRLC17TE |

#### 3.2 SECONDARY SPORTS

- |                       |          |
|-----------------------|----------|
| ➤ Cycling             | GRLC18CY |
| ➤ Equestrian          | GRLC19EQ |
| ➤ Paddling / kayaking | GRLC20PA |
| ➤ Sailing             | GRLC21SA |

#### 4 SPORT ORGANOGRAM



Managers of the teams

Coaches of the teams

## 5 ROLES AND RESPONSIBILITIES

### 5.1 HEAD OF SPORT:

The Head of Sport's role is to develop and supervise sport according to the vision, mission and values statement whilst ensuring that the standards of coaching are as high as possible. This is achieved through good management of the Sports Co-ordinators who in turn manage the MIC's of the different sports. The responsibility for the maintenance and development of sporting facilities and sports equipment also falls under the Head of Sport who must constantly seek new and innovative ways to encourage students to participate in sport. Important functions include:

- Meeting every Monday and Friday with all co-ordinators
- Ensure sufficient fixtures are played at appropriate levels
- Meeting with outside coaches on a regular basis
- Selection of captains
- Oversee tours
- Facilitating of e-News and Communicator contributions
- Oversee safety, fair play and sportsmanship
- Awards Dinners
- Planning sport budgets
- Ensuring appropriate standards of conduct of students, coaches and parents
- Facilitating the development and maintenance of high coaching standards

### 5.2 SPORT CO-ORDINATORS:

- Planning and arranging of season's fixtures.
- Ensuring that the following is organised for each fixture:
  - Team List – ensure that all specific team lists are with the HOS (Head of Sport) on Wednesday morning before 09:00 to be distributed to parents and relevant staff.
  - Calendar – ensure that additional fixtures are given to the HOS to put on the calendar. Make sure that this information also goes to all relevant coaches.
  - Grounds – Co-ordinate with the HOS to ensure that the relevant facilities are prepared adequately and in advance for the relevant fixtures.
  - Catering – Liase with our HOS to ensure that all relevant catering needs as specified for each sport are taken care of. This includes ensuring that the coaches know when and where to fetch and return all catering equipment. Make sure that catering is provided for staff after completion of their matches.
  - Transport – Confirm with the HOS that transport has been organised when needed. Ensure buses are left in an acceptable state of cleanliness (interior). Let the HOS know how much money is needed and to include a bus driver in the costing if necessary.



- First Aid – Ensure at all times that the relevant first aid is available at the specific activities. For rugby, netball, hockey, soccer and athletics events, an ambulance and at least two medics are required. For all other activities the proper first aid bag must be at the fields. Liase with HOS about first aid requirements.
  - Subsistence & Travel (S&T) – Transport Manager will manage all S&T requirements and it is up to the relevant coach or sport co-ordinator to communicate all details of excursion. Tour S&T must be included in the total cost to the students\team members.
- Control of sports equipment:
- Provide HOS with all equipment orders before ordering.
  - Organise and control all stock in appropriate storerooms.
  - Ensure that stock-taking is done after each sporting season and report back to HOS.
  - Ensure relevant coaches sign for equipment they receive and again when they return the equipment.
- Act as an assistant organiser for the following events:
- All Inter-School and Inter-House Galas
  - All Inter-School and Inter-House Athletics
  - All Inter-School and Inter-House Sport Activities
- Results/E-news/Communicator and Achievements:
- Ensure that all e-news contributions reach the Information Manager (Mr Peter Cook) by 10:30 Tuesday every week.
  - Ensure that all weekly sport results for Prep and College are collated (Font size 12 and Times New Roman) and reach the Information Manager by Tuesday morning 10:30 for inclusion in the newsletter.

### 5.3 TEAM MANAGERS:

***Team manager's responsibilities are as follows:***

- Attend all practices and matches.
- Take register at all practices and matches.
- Keep record of results of matches.
- Provide a team list to the relevant Sport Co-ordinators at least 3 days before the fixture.
- Ensure the coach and team is timeously made aware of fixtures, venues and starting times.
- Be the avenue of communication between the coaches and school/parents.
- Ensure that all students/players receive a letter for matches (Prep school).
- Ensure that reply slip is handed back to manager (Prep school).
- Assist with discipline.
- Communicate fixture/matches to the “outside” coach where necessary.
- Ensure the coaches co-curricular report comments are loaded on time.

## 5.4 COACHES:

### ***Functions and responsibilities of a coach:***

- The coach must ensure a safe and fun environment where the students can learn new skills and develop their understanding of the game.
- To prepare training sessions in advance so as not to waste practice time.
- To conduct the coaching sessions according to the prescribed standards.
- To ensure practices are structured and have defined outcomes and goals.
- To recommend suitable candidates for district trials.
- To report the progress of his/her players on a regular basis.
- To maintain ongoing records of his/her players.
- To respond professionally to queries from parents.
- To ensure that the required code of conduct and dress of players is adhered to at all times.
- To educate players on the laws of the game and sportsmanship.
- To ensure proper care and maintenance of the school's equipment.
- To keep control of the equipment.
- To conduct oneself in an exemplary manner and always maintain a professional approach.
- To always support the objectives of the Sport Department as laid out in the Policy Document.
- To attend in-service and training workshops as required.
- To continually strive to increase one's knowledge of the game and rule changes as required.
- To prepare a sport report at the conclusion of each season and submit to phase magazine co-ordinator.

### ***Match day procedures:***

- It is expected that the coach arrive at least 45 minutes before the match to warm up the players.
- The coach must ensure the correct sporting attire is worn by his/her players.
- Should a player be injured the coach is expected to follow the Student Safety and Injury procedure.
- After the match the coach may not leave the playing area until all his/her players have been accounted for and sent home with parents or back on the bus.
- At home fixtures, a coach is expected to look after the opposing team, making sure they know where the change rooms are as well as providing the coaching staff and umpire/referee with refreshments etc.
- The coach must also ensure that the venue, be the match home or away, is litter free.
- Ensure that all kit has been checked and put away.

### ***Parent Coaches:***

- Suitably qualified and interested parents are more than welcome to coach provided they can commit to coaching for the entire season.
- The parent coaching would also be expected to achieve the necessary level of coaching expertise in order for them to coach a team legally. Currently a Level 1 coaching certificate is needed to coach a school rugby team.
- Parents may not coach their own children.

## 5.5 MASTER IN CHARGE (MIC):

The MIC of a particular code will assist the Sports Co-ordinators with the sourcing of suitable coaching staff, the running of fixtures and the arranging of coaching development courses.

## 5.6 STUDENTS:

- Participation: Every student at Grantleigh is expected to take part in at least one officially recognized school sports or cultural activity at the school in each term (with at least one recognized school team sports per annum). This ensures a well-rounded, balanced education. The co-curricular programme is designed to provide all students with the opportunity to improve their physical abilities and skills. We provide a competitive yet friendly sporting environment whilst strengthening and building friendships / relationships as well as preparing pupils to cope with competition.
- Students are expected to display impeccable sportsmanship on any field of play.
- Only the captain may direct queries to an umpire/referee.

## 5.7 CAPTAINING

- Captains are expected to lead by example.
- Interact in a respectful manner when addressing an umpire/referee.
- Report back results to the school in assemblies.
- Assist the coach/manager with discipline.
- Welcome other teams and show them where the facilities are.

## 5.8 PARENTS:

In order for us to fulfil our potential as a school offering high sporting standards, we need the support of all our parents. The support of parents in all matters, especially in commitment to teams, practices and fixtures, is a prerequisite to our success in developing sporting values and standards amongst our students. Grantleigh Schools place a large emphasis on the 'Family' and so looks to a productive and supportive partnership with our parent body in order to ensure overall success as a school.

# 6 COMMUNICATION

## 6.1 JUNIOR PREPARATORY & SENIOR PREPARATORY SPORT

Notification of fixture/match details will be communicated to parents in the following ways, ranked in order of importance:

1. Letters to the parents with a reply slip which has to be returned by the date given on the slip.
2. School Communicator
3. Bi-Weekly Planner
4. Sport forecast in the newsletter
5. By coaches and managers at practices

## 6.2 COLLEGE SPORT

Notification of fixture/match details will be communicated to parents in the following ways ranked in order of importance:

1. Coaches and managers at practices
2. School Communicator
3. Captains
4. On notice board outside sports office
5. Newsletter for Saturday fixtures

## 7 RESULTS

All results will be announced and published in the following manner:

- Announcement in weekly assembly
- Published in the e-news newsletter
- Submitted to the Zululand Observer for possible publication

## 8 PRACTICE PROCEDURES

### 8.1 PRACTICE TIMES

JP & SP: 13H20 - 14H25 Buses depart 14H40

College: 14H45 - 15H55 Buses depart 16H10

- JP sport will only commence after the first two weeks of the first term. Practices will continue as normal up to the second last day of term.
- There will be no sports practices on the last day of term.
- There will be no sports practices on the day we start mid-term breaks.
- There will be no compulsory sports practices for college students during exam time in the second term.
- There will be no sports practices for college students during exam time in the fourth term.
- There will be no sports practice during the last two weeks of the fourth term.

## 8.2 STRUCTURE OF PRACTICES

Practices must have defined outcomes and goals. They should start with a warm-up and end with a cool-down/coaches feedback.

## 8.3 PRACTICES DURING INCLEMENT WEATHER

- Practices will never be cancelled.
- In the case of adverse weather conditions, students are taken into the classrooms and given theory lessons.
- Swimming will not be stopped due to rain.
- In the case of extreme heat, the members of the sports office will inform the coaches and managers of the various teams of the danger levels. The responses to the danger levels as shown in the Heat Index Chart will be followed.

8.4 HEAT INDEX CHART

## Heat Index Chart

	Deg F	80	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110
	Deg C	27	28	29	30	31	32	33	34	36	37	38	39	40	41	42	43
<b>Heat Index</b>	<b>40</b>	27	27	28	30	31	33	34	36	38	41	43	46	48	51	54	58
	<b>45</b>	27	28	29	30	32	34	36	38	40	43	45	48	51	55	58	62
	<b>50</b>	27	28	30	31	33	35	37	39	42	45	48	51	55	59	62	67
	<b>55</b>	27	29	30	32	34	36	39	41	44	47	51	55	59	63	67	72
	<b>60</b>	28	29	31	33	35	38	40	43	47	50	54	58	63	67	72	77
	<b>65</b>	28	30	32	34	36	39	42	46	49	53	58	62	67	72	78	83
	<b>70</b>	28	30	32	35	38	41	45	48	52	57	62	67	72	78	83	90
	<b>75</b>	29	31	33	36	40	43	47	51	56	60	66	71	77	83	90	97
	<b>80</b>	29	32	34	38	41	45	49	54	59	64	70	76	83	89	96	104
	<b>85</b>	29	32	36	39	43	47	52	57	63	69	75	81	88	96	103	111
	<b>90</b>	30	33	37	41	45	50	55	61	67	73	80	87	95	102	111	119
	<b>95</b>	30	34	38	42	47	53	58	64	71	78	85	93	101	110	119	128
	<b>100</b>	31	35	39	44	50	55	62	68	75	83	91	99	108	117	127	137

- Caution**
Practices continue as normal with no fewer than 2 water breaks.
Matches continue.
- Extreme Caution**
Practices continue with a minimum of 4 water breaks.
Matches continue with 2 water breaks.
- Danger**
Practices continue only static skills; very little running, minimum of 4 water breaks.
Matches are canceled or postponed.
- Extreme Danger**
Practices are stopped and students are taken to a classroom for tactical/theory lessons.
Matches are canceled or postponed.

## 9 TEAM SELECTION

### 9.1 JP SPORT

- From U7 to U9 level, all students will be given the opportunity to be selected for any team regardless of their ability.
- We will endeavour to select teams that will match the strength of our opponents.
- Non-attendance of a practice without prior notification could mean that the student will be excluded from the team.
- Failure to attend a match without valid explanation could lead to exclusion from the team for up to two matches.

### 9.2 SP SPORT:

- From U11 to U13 level, all boys and girls must be selected for the “A” team on merit.
- Others will be selected on a rotational basis for the B/C-sides, numbers permitting.
- When only one team can be formed, we will work on a core group and all other students will be selected on a rotational basis.
- When an individual is selected as a reserve it does not mean that he/she will play in that specific match although every effort will be made to offer reserves ‘game time’. However, he/she must attend the match.
- Non-attendance of a practice without prior notification could mean that the pupil will be excluded from the team.
- Failure to attend a match could lead to exclusion from the team for up to two matches.

### 9.3 COLLEGE SPORT:

- U14 to 2<sup>nd</sup> team players will be selected on merit as well as on a rotational basis, depending on the standard of the opposition. We will work on a core group and all other students will be selected on a rotational basis.
  - All 1<sup>st</sup> team players will be selected only on merit.
  - All students will be offered the opportunity to play more than one sport if the season allows for this.
  - Non-attendance of a practice without prior notification could mean that the student will be excluded from the next match.
  - Non-attendance of a match could lead to exclusion from the team for up to two matches.
- NB! *The Head of Sport will have the final say, together with the team coach, on the final selection of all school teams.***

## 9.4 AGE GROUP SELECTION

- **JP&SP:** All pupils will be selected in their correct age groups unless numbers dictate otherwise.
- A pupil that is in Grade 7 and in the U14 age group will be allowed to play in the College teams. This will first be cleared with the parents of the player.
- **College:** In Grade 8 and Grade 9 all students will only be allowed to play for their respective age groups. If a certain sporting code (per provincial/national standard) expects the student to play one age group up, this arrangement will be adhered to.
- 1st Team selection will only include Grade 10 to 12 players and under no circumstances will any player from a lower grade be considered.

## 9.5 DROPPING OF A PLAYER

Should a player be dropped from a team, the following procedure should be followed:

- The player must be notified before the team is announced.
- An explanation must be given to the player as to why they were dropped and what they can do to get back into the team.
- If a player is excluded because of missing practices or matches, the practice/match register must be presented to the student.

## 9.6 REGIONAL AND PROVINCIAL REPRESENTATION

- The school will ensure that all nominated/eligible players will be taken to regional trials.
- The school will also ensure that at least one of our coaches will be involved in the selection of the first round of trials.
- If parents are not able to take a player to provincial trials and the district cannot provide transport, the school will endeavour to assist the player with transport.
- When students have been selected for a provincial or national team, then the relevant provincial or national coaches/managers will assume responsibility for the necessary arrangements.
- The school will ensure that all given information pertaining to regional and provincial sports trials will be passed on to the parents.

## 9.7 SELECTION OF CAPTAINS

- **JP Sport:** there are no captains selected.
- **SP Sport:** the captains are selected by the coach and manager of the team.
- **College Sport:** the captains of the U14 - 2<sup>nd</sup> teams are voted for by the team members and final decision is left to the coach and team manager.
- **College First Teams:** the possible captains are nominated by the team members with preference given to Grade 12 students, the coach then forwards the tallied nominations along with his/her own preference to the Head of Sport who then refers it to the Executive Head for final approval.



## 10 SPORT SEASONS AND FIXTURES

- At the beginning of each year, an information booklet will be sent out to all parents with the relevant information regarding sport at Grantleigh. There will be one for each of: JP, SP and College.
- At the end of each term the JP and SP parents will receive a letter in which they must indicate what sport their child will be participating in the following term.
- In the College, two weeks before the end of term, the students will receive a letter in which they must indicate what sport they will be participating in the next term.
- The above procedures are very important in helping to identify where we will need fixtures and coaches for the different age groups.

### 10.1 SPORTING SEASONS

**Term 1:** Swimming, Cricket & Tennis - all of these sports are for male and female students.

**Term 2:** Hockey (Boys and Girls), Netball & Rugby

**Term 3:** Soccer, Athletics, Tennis & Hockey - all of these sports are for male and female students.

**Term 4:** Swimming, Cricket & Tennis - all of these sports are for male and female students.

Pre-season practices will start in the term preceding the sport.

### 10.2 FIXTURES

The primary goal when setting fixtures is to ensure that all of our teams and students get to play. Fixtures will be planned on a strength vs strength basis. If we have to travel in order to meet stronger opponents, then the necessary travel arrangements will be made.

## 11 TRANSPORT

Students will have transport provided by the school to all fixtures for mid-week games and all weekend away fixtures that are not deemed to be local fixtures. Local fixtures are considered to be those played in the Empangeni, Richards Bay and Mtunzini areas.

School transport will always set out from Grantleigh. If the bus is travelling south, the bus can stop to pick up students at the Engen Service Station just outside Empangeni and again at the top of the Mtunzini toll off-ramp. These arrangements must however be made prior to the trip by the parents of the students. The bus will return with the students to school after the fixture or at the pre-arranged drop-off points mentioned above.

- Our buses may not stop on the side of the highway to pick up students. This is an unsafe practice and is prohibited.
- Students will always be accompanied by at least one member of staff on the bus to ensure the safety and appropriate conduct of the students.
- For JP students, it is advisable for parents to pick up their children after their match as the bus will only depart from an away fixture after the last game of the fixture has been played.
- During a fixture, all unused luggage should be locked in the bus and retrieved after the fixture or on return from the fixture.

## 12 TOURS AND FESTIVALS

- One must follow the following procedures according to the CURRO Tours and Festivals Policy. *Please see appendix A.*
- Grantleigh will endeavour to host 2 festivals/events a term for both the Preparatory and College teams.

## 13 STUDENT SAFETY AND INJURY PROCEDURE (GRLC02IN)

Our students' safety is of utmost importance to the school. For this reason we have a fully stocked first aid kit available at the front office, staff members trained in first aid and during contact sport seasons, a contracted first aid company with EMT's (Emergency Medical Treatment Personnel) as well as an ambulance for all practices and matches. Our school nurse is also available from Monday to Thursday from 07h00 to 16h00 in case of any injuries during practice times.

The following protective gear is mandatory and students without the equipment will not be allowed to take part in practices or matches even if the team has to play with one less player on the field.

- Rugby: Gum guard, scrum cap (optional but advisable); College students must have rugby boots.
- Hockey: Gum guard, shin pads, boots/trainers, facemasks (masks will be provided by the school and are mandatory during short corners from U13 upwards), for hygiene purposes the masks will be sprayed with antiseptic spray after use. Goalkeepers must play with a full keeper's kit which will be provided by the school; the goalkeepers must however use their own protective abdominal guard.
- Cricket: A helmet must be worn whilst batting when playing with a hard ball. All wicketkeepers must use a helmet. 'Close to the bat' fielders must also always wear a helmet. Batsman must use pads when batting and a protective abdominal guard.

### 13.1 INJURY PROCEDURE

If a student is injured during sport, the following procedures must be followed:

1. The coach or manager assesses the injury and takes the student to the first aiders or school nurse.
2. The coach or manager then contacts the parents of the student.
3. If the parents are on-site, they then take the necessary further steps. However, if the parents are not on-site, the coach/manager will accompany the student to the hospital if the injury requires the trip.
4. On arrival at the hospital, the coach/manager will contact the parents again with further updates until the injury has been attended to.
5. Once the student has been attended to they will then be taken back to school or collected from the hospital by their parents.
6. When the coach/manager returns to school, they must complete an *incident report* at the front office of the school.

*For your own interest please follow the below link to the BokSmart concussion guidelines.*

<http://boksmart.sarugby.co.za/content/concussion>

## 14 PREPARATORY SCHOOL SPORTS AWARDS

These awards will take place at the end of each year at the Junior Sports, Cultural and Leadership Awards Ceremony.

### 14.1 HEAD OF PREPARATORY SCHOOL AWARDS:

A certificate of achievement is awarded to students who have represented KZN (or the equivalent) in any sport that is not formally offered at Grantleigh or the sports that are done at club level such as swimming and tennis. A form to be complete by the parents is to be sent home and all the achievements are recorded accordingly. The Head of Preparatory may make awards for sports achievements at his discretion.

### 14.2 LUDORUM WINNERS:

These pupils receive a certificate of achievement at the inter-house gala and athletics.

### 14.3 SPORT SPECIFIC AWARDS:

- Sport merit awards are presented to students that achieved uThungulu and KZN colours in their various sports.
- In all the school sports there are 'Most Improved Player' and 'Player of the Year' awards. 'Most Improved Player' is awarded by the coach of the specific sporting code. 'Player of the Year' is awarded by the coach of the sporting code. These awards are preferably given to a Grade 7 student unless the coach feels it would be more appropriate to present to a younger student.

### 14.4 SPORTS PERSONALITY OF THE YEAR:

This award is awarded to a student (preferably Gr.7) who has contributed the most to sport at Grantleigh without achieving the highest achievements. They are good sportsmen or women and represent all the characteristics of a Grantleigh student.

### 14.5 SPORTSMAN AND WOMAN OF THE YEAR:

These awards are awarded to a Gr. 7 student. Each student receives points for all their sporting achievements during their Gr. 7 year. The student with the highest score receives this award.

**COLOURS AWARD TABLE FOR THE COLLEGE**

SPORT	TEAM BADGES	JUNIOR - GRADE 8 & 9 ONLY SENIOR PUPILS QUALIFIES FOR SCROLLS / HONOURS		SENIOR – GRADE 10, 11 & 12 ONLY SENIOR PUPILS QUALIFIES FOR SCROLLS / HONOURS			NOTES
		JNR ½ COLOURS CERTIFICATE U/14, U/15	JNR FULL COLOURS CERTIFICATE U/14, U/15	SNR ½ COLOURS CERTIFICATE U/16, U/17 & U/19	SNR FULL COLOURS SCROLL U/16, U/17 & U/19	HONOURS U/17 & U/19	
RUGBY	FIRST TEAM player after representing the first team for 75% of the season's fixtures.	Zululand Schools U14 or U15	2 years Zululand Schools Team	Zululand Schools - 2 years first team (75%)	- Zululand /NORTHERN NATAL COMBINED Schools -2 years Zululand Schools Team -3 years first team	PROVINCIAL or NATIONAL U/18 (Schools only)	
CRICKET	FIRST TEAM player after representing the first team for 75% of the season's fixtures.	Uthungulu	PROVINCIAL	Uthungulu - 2 years first team (75%)	-*2 YEARS Uthungulu -3 years first team	PROVINCIAL U/17 & U19 and NATIONAL U/19	<b>*2 years at U/19 Level Season runs from July to June</b>
GIRLS CRICKET	2 Years 1 <sup>st</sup> Team	Uthungulu	Provincial	2 Years 1 <sup>st</sup> Team at Senior Level	3 Years 1 <sup>st</sup> Team	Provincial U/17 & U/19	
HOCKEY	FIRST TEAM player after representing the first team for 75% of the season's fixtures.	Uthungulu	PROVINCIAL Or 2 YEARS Uthungulu	Uthungulu Or - 2 years first team (75%)	-2 YEARS Uthungulu U/19 -3 years first team	PROVINCIAL/ NATIONAL U/19	<b>**2 years includes U/14 &amp; U/16 consecutively</b>
NETBALL	FIRST TEAM player after representing the first team for 75% of the season's fixtures.	Zululand Schools	PROVINCIAL	Zululand Schools - 2 years first team (75%)	-2 YEARS Zululand Schools -3 years first team	PROVINCIAL U/17 & U/19	<b>*2 years at U/19 level</b>
SOCCER	FIRST TEAM player after representing the first team for 75% of the season's fixtures.	FINAL ROUND OF KZN TRIALS	PROVINCIAL	- 2 years first team (75%)	-3 years first team	PROVINCIAL U/17 & U/19	
SAILING		KZN Sailing Colours	SA Sailing Colours	Top three at KZN Inter-Schools	KZN Sailing Colours	SA Sailing Colours	

SPORT	TEAM BADGES	JUNIOR – GRADE 8 & 9		SENIOR - GRADE 10, 11 & 12			NOTES
		JNR ½ COLOURS CERTIFICATE U/14, U/15	JNR FULL COLOURS CERTIFICATE U/14, U/15	SNR ½ COLOURS CERTIFICATE U/16, U/17 & U/19	SNR FULL COLOURS SCROLL U/16, U/17 & U/19	HONOURS U/17 & U/19	
TENNIS	FIRST TEAM player after representing the first team for 75% of the season's fixtures.	Uthungulu	PROVINCIAL	NORTHERN-COASTAL - 3 years first team (75%)	*2 YEARS N-COASTAL	PROVINCIAL or NATIONAL	*2 years consecutively at U/19 Level
EQUESTRIAN	Representing Grantleigh at 75% of SANESA events	KZN Colours Level 1 & 2 SANESA	KZN Schools A Team Level 3 and up	KZN Colours Level 1 & 2 SANESA	KZN Schools A Team Level 3 and up	KZN Schools A Team level 5 and up/ top 3 in Nationals	
ATHLETICS	AVICTOR + VICTRIX LODORUM TO RECEIVE LODORUM BADGES	800 + ASA POINTS TABLE	900 + ASA POINTS TABLE or NORTHERN-COASTAL Or PROVINCIAL SELECTION	800 + ASA POINTS TABLE	900+ ASA POINTS TABLE or NORTHERN-COASTAL	1000 + ASA POINTS TABLE or PROVINCIAL SELECTION (only senior pupils)	Colours will only be awarded if indicated points are achieved at official meetings
SWIMMING	SWIMMERS REPRESENTING GRANTLEIGH IN 75% OF OFFICIAL GALAS OVER A PERIOD OF TWO YEARS. VICTOR + VICTRIX LODORUM TO RECEIVE LODORUM BADGES	-Junior Nationals qualification and participation. - Uthungulu Schools team selection and participation -1 Qualification time at official school gala -Victor/Victrix Ludorum	-Junior National first 8. - KZN Schools Championships first 4. -2 Qualification times at official school gala -Record at Inter-House Gala	-Junior Nationals qualification and participation. - Uthungulu Schools team selection and participation -1 Qualification time at official school gala -Victor/Victrix Ludorum	-Junior National first 8. - 2 or more Qualification times at official school gala -Record at Inter-House Gala -Top 3 at KZN Schools Trials	-Senior National Qualification and participation. -KZN Schools selection and participation -Selection and participation in KZN Level 3 team	
CYCLING		REPRESENTING C-KZN AT ALL 4 INTER PROVINCIAL MEETINGS	FULL C-KZN CYCLING COLOURS or top three at KZN Champs	REPRESENTING C-KZN AT ALL 4 INTER PROVINCIAL MEETINGS	FULL C-KZN CYCLING COLOURS or second or third at SA Champs	NATIONAL TEAM U/19 or first at SA Champs	

### SPORTSMAN & WOMAN OF THE YEAR POINT ALLOCATIONS FOR THE COLLEGE

Points	Event	
1	1st Team Badge	
2	1st Team Captain	
2	Victor + Victrix Ludorum	
3	Represented District	If a player achieves CURRO National and District Colours they receive 3 points + 1 bonus point totalling 4 points
3	Represented a CURRO National Snr Team	
4 (U18/19 +2)	Country Districts	
4 (U18/19 +2)	Provincial team Captain	
6 (U18/19 +2)	Represented a Provincial team	
10 (U18/19 +2)	School National Colours	
15 Senior	Senior National Colours	

Name	Athletics	Cricket	Equestrian	Swimming	Tennis	Soccer	Rugby	Hockey	TOTAL

Name	Athletics	Cricket	Equestrian	Swimming	Tennis	Soccer	Netball	Hockey	TOTAL

The above points system is used to create a short list of athletes for the committee to choose from. The student with the highest tally of points will win the Sportsman or Sportswoman Trophy. In the event that points are tied the final selection of sportsman and woman rests with the selection committee.

#### SELECTION COMMITTEE MEMBERS

Shaun McMurtry	Juriana Filmalter
Shaun Kommer	Garth Bishop

# 15 STUDENT DRESS CODE

## STUDENT DRESS CODE FOR JP SPORT

CRICKET	SWIMMING	TENNIS	
<p><b>Practice:</b> Blue Grantleigh shorts White Grantleigh cricket shirt Grantleigh sports socks or school socks Grantleigh cap/hat Sport shoes</p> <p><b>Match:</b> Blue Grantleigh shorts White Grantleigh cricket shirt Grantleigh hat Grantleigh sports socks Sport shoes</p>	<p><b>Practice &amp; Galas:</b> Grantleigh costume and cap Grantleigh towel School socks Green Grantleigh shirt Blue Grantleigh shorts Sport shoes</p>	<p>Blue Grantleigh shorts Green Grantleigh shirt Tennis shoes White socks Grantleigh hat</p>	
RUGBY	NETBALL	HOCKEY GIRLS & BOYS	
<p><b>Practice:</b> Rugby jersey/shirts Rugby shorts Gum guards Other protective gear</p> <p><b>Match:</b> Grantleigh rugby jersey Blue rugby shorts</p>	<p><b>Practice &amp; Matches:</b> Grantleigh skorts Grantleigh green shirt White socks Sport shoes</p>	<p><b>Practice &amp; Matches:</b> Blue Grantleigh shorts / skorts Green Grantleigh shirt Grantleigh sports socks Sport shoes Hockey stick and ball</p>	
ATHLETICS	TENNIS	SOCCER GIRLS & BOYS	MOVEMENT TO MUSIC&DRAMA
<p>Blue Grantleigh shorts Green Grantleigh PE shirt</p>	<p>Blue Grantleigh shorts Green Grantleigh shirt Tennis shoes White socks Grantleigh hat</p>	<p><b>Practice &amp; Match:</b> Blue Grantleigh shorts Green Grantleigh shirt Grantleigh hat Grantleigh sports socks Sport shoes / Soccer boots</p>	<p>Blue Grantleigh shorts Green Grantleigh shirt</p>

### STUDENT DRESS CODE FOR SP SPORT

CRICKET	SWIMMING	TENNIS	AEROBICS
<p><b>Practice:</b> Blue Grantleigh shorts Grantleigh cricket shirt Grantleigh sports socks Grantleigh cap</p> <p><b>Match:</b> <i>White shorts</i> Grantleigh cricket shirt Grantleigh cap Grantleigh sport socks White cricket spikes or shoes</p>	<p><b>Practice and Galas:</b> Grantleigh costume and cap Grantleigh towel White socks Green Grantleigh shirt Grantleigh tracksuit Running shoes</p>	<p><b>Practice &amp; Matches:</b> Blue Grantleigh shorts/skorts Green Grantleigh shirt Tennis shoes White socks</p>	<p><b>Practice:</b> Blue Grantleigh skorts Green Grantleigh shirt White sports socks White running shoes</p>
RUGBY	NETBALL	HOCKEY GIRLS	HOCKEY BOYS
<p><b>Practice:</b> Rugby jersey/shirts Blue rugby shorts Other protective gear</p> <p><b>Matches:</b> Grantleigh rugby jersey Blue rugby shorts All protective gear</p>	<p><b>Practice &amp; Matches:</b> Blue Grantleigh skorts Green Grantleigh shirt White sports socks White running shoes</p>	<p><b>Practice &amp; Matches:</b> Blue Grantleigh skorts Green Grantleigh shirt Grantleigh sports socks Hockey shoes Hockey stick and ball</p>	<p><b>Practice &amp; Matches:</b> Blue Grantleigh shorts Green Grantleigh shirt Grantleigh sports socks Hockey shoes Hockey stick and ball</p>
ATHLETICS & CROSS COUNTRY	TENNIS	SOCCER GIRLS & BOYS	CHESS
<p><b>Practice:</b> Blue Grantleigh shorts Green Grantleigh shirt White short socks Running shoes</p> <p><b>Meetings:</b> Blue Grantleigh shorts Green Grantleigh shirt White short socks Running shoes Full Grantleigh tracksuit</p>	<p><b>Practice &amp; Matches:</b> Blue Grantleigh shorts/skorts Green Grantleigh shirt Tennis shoes White socks</p>	<p><b>Practice &amp; Matches:</b> Blue Grantleigh shorts / skorts Green Grantleigh shirt Grantleigh sports socks Soccer shoes</p>	<p><b>Practice and matches:</b> School Uniform</p>



## STUDENT DRESS CODE FOR COLLEGE SPORT

CRICKET	SWIMMING	TENNIS	
<b>PRACTICES</b> Blue Grantleigh shorts White/Green Grantleigh shirt White socks or school socks Grantleigh cap <b>MATCHES</b> White cricket longs White Grantleigh cricket shirt Grantleigh cap White cricket spikes or shoes	<b>PRACTICE / MEETINGS</b> Grantleigh Boys Speedo/ Girls Costume or approved costume Grantleigh Cap Grantleigh towel White socks Grantleigh Swimming Shirt Grantleigh tracksuit Running shoes	<b>PRACTICES</b> Blue shorts Grantleigh White Shirt Tennis shoes White socks <b>MATCHES:</b> White Cricket shirt Blue Grantleigh shorts Tennis shoes White anklet socks	
RUGBY	NETBALL	HOCKEY GIRLS	HOCKEY BOYS
<b>PRACTICES</b> Old rugby jerseys & Rugby shorts Grantleigh socks Rugby boots Gum guards & Other protective gear <b>MATCHES</b> Grantleigh rugby jersey White rugby shorts Grantleigh socks All protective gear Full tracksuit	<b>PRACTICES:</b> Blue shorts Grantleigh Green PT shirt White sports socks White Running Shoes <b>MATCHES:</b> Grantleigh skorts Grantleigh Green PT shirt White anklet socks White Running Shoes Full tracksuit	<b>PRACTICES</b> Blue shorts Grantleigh Green PT shirt Grantleigh hockey socks Hockey shoes Hockey stick and ball <b>MATCHES</b> Grantleigh skorts Grantleigh Green PT shirt Grantleigh hockey socks Full tracksuit	<b>PRACTICES</b> Blue shorts Grantleigh Green PT Shirt Grantleigh hockey socks Hockey shoes Hockey stick and ball <b>MATCHES</b> Grantleigh shorts Grantleigh Green PT shirt College hockey socks Full tracksuit
ATHLETICS	TENNIS	SOCCER GIRLS	SOCCER BOYS
<b>PRACTICES</b> Blue Grantleigh shorts Green Grantleigh shirt/Grantleigh athletics vest White socks & Running shoes <b>MEETINGS</b> Blue Grantleigh shorts Grantleigh athletics vest White short socks & Running shoes Full tracksuit	<b>PRACTICES</b> Blue shorts Grantleigh White Shirt Tennis shoes White socks <b>MATCHES:</b> White Cricket shirt Blue Grantleigh shorts Tennis shoes White anklet socks	<b>PRACTICES</b> Blue shorts Grantleigh Green PT shirt Grantleigh Soccer socks Soccer shoes <b>MATCHES</b> Grantleigh skorts Grantleigh Green PT shirt Grantleigh Soccer socks Full tracksuit	<b>PRACTICES</b> Blue shorts Grantleigh Green PT Shirt Grantleigh Soccer socks Soccer shoes <b>MATCHES</b> Grantleigh shorts Grantleigh Green PT shirt College Soccer socks Full tracksuit

## 16 CODE OF CONDUCT

### *Students:*

- Students must not bring the school's name into disrepute.
- Students are expected to attend all practices and in the event of a missed practice an excuse note should be provided before practice or when the student returns to school.
- No swearing on the field of play.
- No disrespecting the officials of the different sporting codes.
- Students in the Preparatory School must be at matches at least 30 minutes before a match for the warm up. College students must be at matches at least 45 minutes before the start for the warm up. On compulsory school days, students are expected to be at school at 08:00.
- Students may not argue with decisions made by the coach or officials during a match.

### *Parents*

- Parents are expected to provide an explanation if a student is going to miss a game or a practice.
- Parents must refrain from the verbal abuse of the officials during matches.
- No smoking on school grounds.
- Parents to please allow the coach to exercise full authority over their team on match day.
- Parents are requested to respect the 'after hours' privacy of coaches by refraining from contacting them between the hours of 18:00 and 07:00, except in cases of extreme urgency.
- Parents are asked not to pass negative comments about any player during matches.

### *Coaches*

- Coaches are expected to keep an accurate register of attendance.
- No demeaning of students or bad language may be used at any time when coaching.
- Arrive on time to practices and matches.
- Dress appropriately depending on the sport they are coaching/managing, always looking smart.

## 17 DISCIPLINE & SUSPENSION

### *During Practices*

- For minor behavioural infractions, the coach will dispense discipline in the form of 'sitting out' or additional fitness exercises, but always within reason.
- Further misbehaviour or misbehaviour of a more serious nature should result in the student reporting to the Sports Co-ordinator for further disciplinary measures which may include withdrawal from the next match.

Should the negative behaviour persist thereafter, the Head of Sport and/or the Executive Head of the school will deal with the student.

### ***During matches***

- Should a student bring the school's name into disrepute, they will be charged. The severity of the punishment will be dependent on the nature of the infringement. This will be decided by the disciplinary hearing.
- In the case of a red card offence, the student will have to attend a disciplinary hearing to decide the severity of the charges brought against them, as well as the sanctions they will receive.
- Students will be suspended from their particular sport after receiving a red card until the outcome of the disciplinary hearing has been announced.

In extreme cases the Executive Head could consider more severe measures i.e. suspension or expulsion.

### ***The disciplinary committee consists of the following people:***

- **PREP SCHOOL**  
Prep Headmaster, Head of Sport, Prep Sports Co-ordinator and relevant Coach of the offending student. Parents may attend as observers.
- **COLLEGE**  
Executive Head, Head of Sport, College Sports Co-ordinator and Coach of the offending student. Parents may attend as observers.

## **18 CRITERIA FOR A SPORT TO BECOME A SCHOOL SPORT**

- The proposed sport must have a school's-based governing body.
- All new sports will be adopted in a Secondary Sport capacity.
- The sport must be sustainable at Grantleigh.
- The minimum number of participants for a proposed sport is 20 students.
- The proposed sport is then voted on by the Executive Head, Head of Sport, Operational Heads, College and Prep Sports Co-ordinators.

## **19 GUARDIANS OF THE POLICY**

- The executive of Grantleigh, and ultimately the Executive Head of Grantleigh are responsible for the acceptance of the Sports Policy.
- The guardian of the policy is the Head of Sports.
- Changes to the policy will be made in a consultative process including the Executive of Grantleigh, the GPA (Grantleigh Parents Association) and Head of Sport. Any proposed changes have to be distributed to all stake holders, prior to implementation.