



THE DIOCESAN SCHOOL
FOR GIRLS

SPORTS POLICY

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1 POLICY DECLARATION

Sport is an integral part of DSG. This document outlines the policy and procedures that pertain to all aspects of sport at the school.

2 OBJECTIVES OF THE POLICY

The aim of this policy is to articulate the rules governing sport at DSG, the expectations of all involved in sport at the school and the values that we at DSG consider to be important for sport.

3 APPLICABILITY

This document will apply to:

- The girls of DSG
- The Director of Sport
- The coaches
- Members of staff involved with the sports teams

4 DEFINITIONS

Coach	Any person who has been given the responsibility of coaching a team and who has signed a contract with the school to this effect. Coaches may be members of staff, specialist coaches or students from Rhodes University who have the required skills.
Director of Sport	The person who is employed in this role and who is responsible for overseeing all aspects of sport at DSG.
Fast-tracking	Selection of a player who shows exceptional talent for a team above her age group or level.
Manager	The member of staff who supervises the sports team and who reports to the Director of Sport in this capacity.
Sporting Codes	Those rules and regulations established for specific sports by sporting bodies and that are understood and implemented nationally and internationally.

Sporting Excellence	This refers both to girls who use their talents and abilities to realise their full potential and to the expectation that DSG will strive to achieve the best results possible by selecting the strongest players.
Sportsmanship	Demonstrating the following attributes: self-control; courage; persistence; fairness; the ability to win with humility and accept loss graciously; a sense of fellowship by treating others (players, coaches, referees/umpires and staff) with respect.
Tours	Any sporting activity that requires the team to be away from Grahamstown for at least one night.

5 POLICY

We believe that physical activity and development are an important part of a holistic approach to education. One objective of sport, therefore, is to give girls the opportunity to participate in activities that develop their physical potential and enhance their school experience. Further, we believe that participation in sport promotes important life-skills such as teamwork and sportsmanship and develops resilience, determination and the ability to deal with disappointment. It also encourages diligence and perseverance, both of which are deemed to be an important part of a girl's overall development.

We aim to promote an active lifestyle and encourage a life-long commitment to physical activity as it has been clearly established that physical activity contributes to psychological health. We believe that sport should be a source of pleasure and accordingly, seek to promote this.

We believe that one of the benefits of sport is that it can help a girl realise her potential in her chosen fields and that we have an obligation to encourage the development of every girl. Therefore, the focus of sport at DSG is to expose girls to the skills, rules and application required in some of the major sporting codes at school level. Part of this development will involve matches arranged between schools on a non-league or friendly basis to give everyone the opportunity to participate. Sporting excellence in this context means developing each individual so that they achieve fully according to their potential.

DSG is also committed to being competitive and assisting some girls to develop so that they are able to represent, not only their school, but their province and country. This means that we will play to win by fielding the strongest teams possible. Consequently, some girls may not be selected to participate in certain key events. However, the school does not espouse a win-at-all-costs attitude and it will always

be recognised that sportsmanship, good attitudes, graciousness and humility are essential components of all sport.

5.1 AIMS OF THE SPORTS PROGRAMME

- Providing maximum participation and enjoyment for girls;
- Providing effective and enthusiastic coaching/instruction at all levels;
- Creating opportunities for girls to perform and compete either at a personal or team level within the school (interhouse activities) and outside the school (interschool and interclub activities);
- Fostering a healthy school spirit through participation and enjoyment;
- Supporting sporting excellence.

5.2 FRAMEWORK FOR THE SPORTS PROGRAMME

Sport at DSG is organised and recognised as follows:

5.2.1 Official Sports

These are the sports that are formally part of the programme at the DSG. These sports have coaching support for all the teams and as much practical support as possible is offered. Girls are expected to support their school by watching matches.

Official sports are: athletics (includes road-running and cross country running), basketball, hockey, netball, social fitness, squash, swimming, tennis and water polo.

5.2.2 Recognised Sports

Horse riding is recognised by the school but is outsourced to an external club.

Transport is arranged to take girls to the stables and bring them back to school.

Pilates and Step classes are offered by a qualified instructor on campus.

These extra activities are for the parents' account.

Girls also have the opportunity to go on outruns as part of the running club.

5.2.3 Permitted Sports

Certain activities are permitted but are not considered to part of the sports programme. Coaching is not offered for these activities nor are they a replacement for official or recognised sports. Practical support will be offered for these if possible but not as a matter of course.

6 PROCEDURES

6.1 STAFFING

6.1.1 The Director of Sport

The Director of Sport is responsible for managing sport at the DSG and reports to the Deputy Head (Pupil Affairs). The Director's responsibilities include the overall communication of information regarding this sport to various stakeholders (girls, staff, parents, etc.) with regards to sport at the DSG.

6.1.2 Team Managers

All official sports teams will be under the supervision of a member of staff who will report to the Director of Sport in this capacity.

6.1.3 Coaches

Official sports teams will be coached by members of staff, specialist coaches, student assistants or university students. All coaches will report to the Director of Sport who is responsible for deciding who will coach a particular team. Coaches must be committed to developing knowledge and skills that pertain to their sport among the girls.

The Director of Sport will arrange orientation for all coaches at the start of their tenure. Coaches who are not members of the DSG staff are required to sign a contract with the school which will outline the requirements and expectations of the position, including remuneration.

Coaches are required to conduct themselves in a professional manner and to know the rules of the school and apply them at all times. They are expected to:

- * be fair to all the girls and show no favouritism;
- * encourage good sportsmanship and team spirit throughout the season;
- * be responsible for the wellbeing of the team, particularly at away fixtures;
- * keep up to date with rule amendments, safety standards and new coaching methods.

6.2 PARTICIPATION

6.2.1 Girls

Participation in official sports for a minimum of two hours a week is compulsory. Girls in Grades 8, 9 and 10 are required to participate in at least one summer and one winter team sport (hockey or netball). Girls in Grades 11 and 12 are required to do at least one sport but this does not need to be a team sport.

Girls can only be exempt from sport by special permission from the Head and Director of Sport.

Girls will be given the opportunity to sign up for sport at the start of each season. There will be a two-week period during which girls may change their choice of sport. After this time, no changes will be permitted without the permission of the Director of Sport.

During Term 3, all girls are expected to take part in athletics trials and if selected, represent the school at the annual triangular competition.

6.2.2 Practices

Sport is generally played every afternoon from 15:00 until 17:15. In some cases hockey and water polo practices may be held later due to the demand on the facilities. When late practices are scheduled, pre-arranged school commitments (for example, choir practice) will take priority and girls are expected to meet these commitments.

All practice times will be posted on the sports notice board and practices will begin promptly at the stipulated times. It is the responsibility of girls to check the board and be at practices. All sport practices and matches are compulsory and girls may not miss sporting commitments on a Friday or Saturday to take a Friday sleep-out.

A girl attending other bona fide activities or who is injured or ill may be excused from sports practice provided she excuses herself prior to the practice from the manager of the team or the Director of Sport. It is considered to be a breach of school rules to miss practices and girls who do so will be reported to the Director of Sport who is responsible for imposing any required sanction. Only the Director of Sport may cancel or reschedule practices.

6.2.3 Matches

The Director of Sport is responsible for arranging all matches.

The dates of the main sports fixtures, at which most of the teams participate, are given in the term calendar and on the school's webpage (found at: www.dsgschool/senior/sport/fixtures). The Director of Sport will ensure that the relevant team lists are on the notice board the day before every match. If a girl is selected for a team, she is expected to be available to play in all matches that are arranged and scheduled.

6.2.4 Tours

Tours are central to the creation of a positive and exciting sport programme and are therefore encouraged.

The Director of Sport will adhere to the school's policy on tours. He/she will obtain the permission of the Head for a proposed tour **before** such a tour is discussed with parents or girls. An estimate of the costs involved in such a tour will be presented to the Head with the motivation for why the tour should be approved. Careful consideration is given to participation in tournaments that occur during the term.

Parents must give permission for their daughter to participate in a tour and should be informed about the cost of the tour prior to being asked to give permission. The costs related to the tour will be charged to parents' accounts.

There will always be an adult coach or staff member present on any school sport tour. The number of adults will vary and will depend on the length of the tour and the number of girls participating.

DSG will not take sports teams on overseas tours.

6.2.5 Equipment

Generally, girls are expected to provide their own equipment where required. Specialised equipment and general sports equipment will be provided by the school, e.g., hockey goalie kit, balls, athletics equipment, etc.

Girls are required to respect equipment that belongs to the school.

6.3 TEAMS

6.3.1 Selection

We accept that there is a cross-section of talent amongst girls participating in sport and we will endeavour to do our best to accommodate girls at the appropriate levels. Trials will be held at the beginning of each season and every girl will be given an opportunity to participate in the trials. Teams will be selected by the coaches responsible for the sport, in collaboration with the Director of Sport. Teams will be chosen on merit and should represent the strongest possible team in the relevant age group.

Parental influence in team selection is unacceptable and any queries or concerns are to be addressed to the Director of Sport.

Teams may change during the season following outstanding/disappointing individual performances. We will help girls to understand this that this is normal part of playing sport.

It is generally the case that girls play in their appropriate age groups. However, if in order to field a team, a player from a higher team has to play in a younger age group, the coach must obtain agreement from the opposing side's coach before the fixture.

As a matter of course, younger players should not play in an older age group if there is an age-appropriate team; for example if there are U14 and U16 teams, ideally the U14 player must play for the U14 team. The exception is when a girl has been identified as having exceptional talent and a decision has been made to fast-track her. The Director of Sport will make the decision to fast-track a girl in collaboration with the Head and the girl's parents (see below).

6.3.2 Fast-tracking

This allows for a girl with exceptional talent to play outside her age-appropriate group in order to allow exposure at a higher level. The decision to fast-track a girl is not only dependant on sporting talent but also on social and emotional maturity and, as such, will be made by the Director of Sport in collaboration with the Head and the girl's parents.

Coaches are responsible for ensuring that the necessary support is in place for a younger player participating in an older age group to help her face the challenges that such participation will present.

6.3.3 Movement of players between teams

Players may be moved up or down between teams at the discretion of the coach(es). Once a player has been moved, she should remain in a team for a minimum of two matches before she is moved again.

6.3.4 Appointment of captains

Each coach must ensure that a captain is selected and that the input of the members of the team is considered. The final decision for the appointment of the captain lies with the coach.

6.3.5 Interprovincial representation

Girls who have been identified as having talent will be encouraged to be available for provincial team selection. The school will arrange transport to and from trials and should a girl be selected, to and from required practices.

All costs associated with selection to a provincial team will be borne by the parents of the girl.

6.4 CONDUCT

6.4.1 Code of Conduct

School rules apply at both practices and matches. In all age groups and codes, the values of the school must be upheld and demonstrated, especially the development of sportsmanship and pride in representing DSG. We recognise that the way the game is played is as important as the final score. Girls representing the DSG are expected to:

- display a good attitude by being gracious, humble and respectful
- respect members of opposing teams
- respect coaches, staff and officials.

Swearing and slang will not be tolerated from coaches or girls.

Discipline issues must be reported to the Director of Sport. Girls who do not uphold the conduct requirements outlined in this policy may be suspended from sport for a period. Serious and ongoing misconduct will be dealt with according to the school's Discipline policy.

6.4.2 Dress Code

All girls must play sport in the uniform specified in the school rules. Girls wearing the incorrect uniform will not be permitted to play.

6.4.3 Absenteeism

Sport is a school commitment that girls are expected to meet. Permission to miss sporting commitments can ONLY be granted by the Director of Sport, Deputy Head or Headmistress.

Absence from sport.

If a girl is to be absent from a practice or a match, she must excuse herself at least three days in advance unless there are exceptional, unexpected circumstances. Failure to arrive at a sports practice without a valid excuse is considered to be a breach of our code of conduct and will result in a demerit being issued. Failure to arrive at a match without a valid excuse will result in automatic detention.

Absence from school activities:

The Director of Sport will get permission from the Head if a team is to be away from school during academic time. Girls may not miss tests, assessments or exams as a result of sporting fixtures unless cleared to do so by the Head.

The Director of Sport will inform the staff if a team is to miss all or part of a school day and present the names of all those who will be absent. It will be the responsibility of the girl to catch up on any work missed.

6.5 SPORT DURING EXAMINATIONS

The sports programme will continue as normal during examinations as the school recognises the value of physical exercise as an aid to successful study. That being said, coaches/managers are to be sensitive to the needs of their players and will consider requests to excuse a player from one of the practices in the week.

6.6 TRANSPORT

The school will transport girls to away games in school vehicles driven by drivers employed by the school or in transport arranged by the school.

Girls travelling to sports fixtures must be correctly dressed and behave in a way that conforms to the school's Code of Conduct. Girls are expected to keep the bus clean and be courteous to the driver.

Girls may travel with parents to and from an away fixture but must inform the Director of Sport of such arrangements at least three days before the fixture.

6.7 SPORTS AWARDS

Sports awards will be distributed at the end of the sports season (summer and winter). These awards are decided by the Awards Committee (see Appendix for composition) in consultation with the relevant sports coaches. The awards' criteria are presented in

the appendix of this document and are available on the website. They are generally reviewed on an annual basis.

7 APPEAL PROCESSES

Should a girl or her parents have a complaint arising from the above procedures, the complaint should be addressed in writing, to the Director of Sport. The Director of Sport will take such action as she/he feels is warranted to resolve the issue and report back to the girl and/or her parents in question within a reasonable period of time.

Should the girl or her parents feel that the issue has not been resolved to their satisfaction, they may appeal to the Deputy Head (Pupil Affairs), in writing, with a full explanation of the process followed. The Deputy Head will respond to the appeal within a reasonable period of time.

Should the girl or her parents have a complaint about the Director of Sport, this complaint should be directed in writing in the first instance to the Deputy Head (Pupil Affairs). If the girl and/or her parents feel that the issue has not been resolved to their satisfaction, they may appeal, in writing to the Head.

The final level of appeal will be to the Head.

8 GOVERNANCE

Good governance requires that all team selections, match results and awards received should be recorded and be available for review and reference at any stage. This is the responsibility of the Director of Sport. Once a girl has left school, the Director of Sport should ensure that critical information is captured as part of the girl's school record before disposing of any material.

9 REVIEW OF THE SPORTS POLICY

This policy will generally be reviewed every five years by the Director of Sport, the Deputy Head (Pupil Affairs) and members of staff who have been involved with managing/coaching teams. If need be, the policy may be reviewed more frequently.

APPENDIX

1 AWARDS and REPRESENTATION

1.1 LAPEL BADGES

Team Badge:	Gold on green
Half Colours:	Green on gold
Colours:	White on green with white border
Honours:	Green on white
House Colour pin:	Crewe: Red
	Espin: Blue
	Knowling: Purple
	Merriman: Yellow

1.2 POCKET BADGES

Colours:	Pocket badge (no writing)
Honours:	Pocket badge (no writing)

1.3 BRAIDING

Matric:	White
Prefect:	White/green
Honours	White/gold
Prefect + Honours	White/gold/green

1.4 RULES

For each sport award only the lapel badge of the highest award may be worn (both half colours and colours badges may not be worn: only colours).

No non-regulatory badges on the blazer (HIV badges/ribbons, smiley faces, etc.) may be worn.

1.5 APPLICABILITY

HONOURS: (White badge and blazer braiding)

Can be awarded to girls in Grades 10–12

COLOURS: (Green badge with white border, white script)

Can be awarded to girls in Grades 10–12

HALF COLOURS: (Gold badge, green script)

Can be awarded to girls in Grades 9–12

TEAM: (green badge, gold script)

Can be awarded to girls in Grades 9–12

2 CRITERIA FOR SPORTS AWARDS

2.1 AWARDS COMMITTEE

The Sports Awards Committee will comprise the Headmistress, the Deputy Head in charge of extramural activities and the Director of Sport. Other members may be included from time to time if particular expertise is required.

2.2 BASIC CRITERIA

These requirements must have been met in ALL cases at ALL times for an award to be made and the badge to be worn.

THE GIRLS MUST HAVE:

1. Represented the school in an activity recognised as a sport at DSG
2. Demonstrated fully all the qualities of an ambassador – good attitude, keen interest, enthusiasm and sportsmanship
3. Embodied and promoted co-operation and team spirit among team members, coaches and organisers
4. Been a credit to the school
5. Attended 75% of practices and played in 50% of matches
6. Have a team award before being awarded half colours or colours

Once the award has been made, recipients are expected to continue participating in the activity for the school.

Sports Honours may be awarded to a girl who has been awarded colours in three different sports.

2.3 SPECIFIC CRITERIA

- Each sporting activity will have its own, unique set of criteria.
- No award will be given for performance alone. The basic requirements as laid out above, must be met.
- If a girl who under normal circumstances would probably meet the criteria for a team award but is precluded from so doing due to extenuating circumstances such as injury, the Sports Director may at his/her discretion consider reducing the criteria in special cases.
- If a girl is selected for a provincial or national team but is unable to take part in any matches or tournaments due to injury or school commitments, she will still be considered for an award at the discretion of the Committee.
- If a girl withdraws for personal (other than financial) reasons from a provincial or national team, she may be considered for an award.
- If a girl is a non-travelling reserve for a provincial or national team, she may receive an award which is one category lower than that of a participating member of a team.

2.3.1 ATHLETICS

Team

- Attend 75% of training sessions
- Compete in at least two of the following:
 - Albany trials
 - Anne Bandey Shield
 - EPA club meetings

Half Colours

Obtained a team award and either of the following:

- Selected for EP Clubs Athletic Team
- Attained the required times and/or distances at specified events (Available from the Director of Sport)
- Team award for three years

Colours

Obtained a team award and either of the following:

- Finished in the top eight at EC Champs
- Attained the required times and/or distances at specified events (available from the Director of Sport)

Honours

Obtained a team award and either of the following:

- Finished in the top eight at the SA Championships in the U17 or U19 age group
- Attained the required times and/or distances at specified events (available from the Director of Sport)

NOTE: Specified events include:

Interhouse athletics
Triangular Meeting
Pentathlon
Makana events
Albany events
Cacadu events
SA Champs

2.3.2 BASKETBALL

Team

Participated in 75% of practices

Played in 50% of the matches (actual caps)

Half Colours

Obtained a team award and any of the following:

- Represented Cacadu at U16 or U19 level (regional, not zonal)
- Three years in the DSG 1st team

Colours

Obtained a team award and

- Represented EP at U16 or U19 level

Honours

Obtained a team award and national representation in U16, U18 or higher

2.3.3 CYCLING

Team

Participation in the Argus Cycle Tour and the Herald Cycle Tour (road or mountain bike)

Half Colours

Sub 4:15 obtained at the Argus Cycle Tour or the Herald Cycle Tour or another 100+ km race

Colours

Either of the following

- Sub 3:45 obtained at the Argus Cycle Tour or the Herald Cycle Tour or another 100+ km race
- EP representation for mountain bike, road bike or track bike

Honours

National selection for mountain bike, road bike or track bike

HOCKEY

Team

Attended 75% of practices

Played in 50% of 1st team games (actual caps)

Half-Colours

As per the criteria of a team award and any of the following:

- Represented the EP U18B or U18C team
- Represented the EP U16B team
- Three years in the DSG 1st team

Colours

As per the criteria of a team award and any of the following:

- Represented the EP U18A team
- Represented the EP U16A team
- Represent EP U16/U18 for three consecutive years
- 100 1st team caps

Honours

As per the criteria of a team award and national representation at U16, U18 or higher

NOTE: 50 caps for the 1st team will be formally recognised

2.3.4 HORSE RIDING

Team

Participate in two accredited shows, at least one of which must be a SANESA show.

The rider must compete in at least two disciplines at each show, unless participating in an Eventing or an Endurance competition.

In addition to the above, riders must show dedication to the sport, as assessed by the member of staff in charge of riding.

Half Colours

As per the criteria for a Team Award PLUS ride at SANESA Nationals and be placed in the top 25% in one of the following:

- Dressage – Elementary (Level 3) and Elementary – Medium (Level 5)
- Eventing – 80 cm (Level 5)
- Equitation – Novice at 90cm (Level 4)
- Jumping – 1m (Level 4) and 1.10m (Level 5)
- Showing (Working Hunter, Working Riding, Performance Riding) – Level 5
- Endurance riders must finish in the top 3 in one of events completed

Colours

As per the criteria for a Team Award PLUS ride at SANESA Nationals and be placed in the top 25% in one of the following:

- Dressage – Medium (Level 6) and Advance (Level 7)
- Eventing – 90 cm (Level 6) and 1.0m (Level 7)
- Equitation – 1.0m (Level 6) and 1.10m (Level 7)
- Jumping – 1.20m (Level 6) and 1.30m (Level 7)
- Showing (Working Hunter, Working Riding, Performance Riding) – Level 7
- Endurance riders must finish in the top three
- in two of events completed.

Honours

Honours will be awarded at the discretion of Director of Sport and the Headmistress – normal requirements include national representation.

2.3.5 NETBALL

Team

Attended 75% of practices

Played in 50% of 1st team games (actual caps)

Half Colours

As per the criteria of a team award and any of the following:

- Represent Cacadu at U16 or U19 level (regional, not zonal)
- Three years in the 1st team

Colours

As per the criteria of a team award and either of the following:

- Represented EP at U16 or U19 level
- 100 1st team caps

Honours

As per the criteria of a team award and national representation in U16, U18 or higher

NOTE: 50 caps for the 1st team will be formally recognised

2.3.6 SQUASH

Team

Attended 75% of practices

Played in 50% of 1st team games (actual caps) (1st team = top five players in the school)

Half Colours

As per the requirements of a team award and any of the following:

- Represent EP at U19B or U19C
- Represent EP at U16B or U16C
- Represent EP at U14A
- Three years in the 1st team

Colours

As per the requirements of a team award and any of the following:

- Represent EP at U19A
- Represent EP at U16A
- Represent EP at U16/U19 for three consecutive years

Honours

As per the criteria of a team award and national representation at U16, U19 or higher

2.3.8 SWIMMING

Team

- Attend 75% of training sessions
- Participate in 75% of the local galas
- Participate in 75% of the Aquabear galas

Half Colours

As per the criteria of the team award and:

- Qualify for regional Level 2 gala
- Attain the required times at specified events (Available from the Director of Sport)

Colours

As per the criteria of the team award and:

- Qualify for national Level 3 gala
- Attain the required times at specified events (Available from the Director of Sport)

Honours

As per the criteria of the team award and either of the following:

- National selection
- Placed in the top eight at school nationals

NOTE: Specified events include:

- Interhouse gala
- Interschool galas

- Level galas
- Club galas

Times required are available from the Director of Sport

2.3.9 TENNIS

Team

Attended 75% of practice sessions

Played in 50% of 1st team games (actual caps)(1st Team = top eight players)

Half Colours

As per the criteria of a team award and either of the following:

- Represented Albany tennis for two consecutive years
- Three years in the 1st team

Colours

As per the requirements of a team award and represented EP at U16, U17 or U19

Honours

As per the requirements of a team award and national representation at U16, U17, U19 or higher

2.3.10 WATER POLO

Team

Attended 75% of training sessions

Played in 50% of 1st team games (actual caps)

Half Colours

As per the criteria for a team award and any of the following:

- Represented the EP U19B team
- Represented the EP U16B team
- Represented the EP U15A team
- Three years in the DSG 1st team

Colours

As per the criteria for a team award and any of the following:

- Represented EP U19A
- Represented EP U16A
- Represented EP U15/U16/U19 for three consecutive years

Honours

As per the criteria for a team award and national representation at U16, U19 or higher

3.3 PLATINUM AWARDS

If a girl is selected for a provincial or national team for any sport not offered as an official sport at DSG, she may receive a **PLATINUM AWARD** for her achievements. The Platinum Award is at the discretion of the Awards Committee.

