

School Representation Policy

Rationale

As a Catholic College we are committed (to be actively involved) in extra-curricular activities that enrich the lives of our students and take forward our Mission Statement.

Purpose

- To provide clear guidelines for student representation at the College in extra-curricular activities,
- To distribute the commitment to extra-curricular activities among staff and to allow for forward planning by the College Executive.

Outcomes

- To encourage the participation of students and staff in representing the College in extra-curricular activities
- To distribute the responsibility for representative activities amongst all staff
- To enable all staff and students to have the opportunity to contribute to the fulfilment of our Mission Statement.
- To enable forward planning by those organising extra-curricular activities.

Pastoral Policy and Representation:

Our Pastoral Policy states as part of its framework that MCC
...is concerned with the dignity and integral growth of the person.

God created humankind in God's image (Genesis 1:27).

We are made in God's image and at the core of all the Church's pastoral action is a deep respect for the innate dignity and uniqueness of individual persons.

As an agent in the mission and ministry of the Church, the Catholic school aims to offer to all a vision and experience of learning that is an exercise of love (cf, *The Catholic School on the Threshold of the Third Millennium*, n15). In a community that provides a strong sense of wellbeing, belonging and security, students are given every opportunity to be affirmed in their dignity and worth, confirmed in their personhood, and assisted to grow to the fullness of their potential. Likewise, the dignity of parents and their noble place as prime educators of their children is respected and affirmed.

Therefore, Representation is an important part of school life as it is one of the areas that may be developed to affirm our students.

Balance Between Representation and Academic Results

The core business of any school is learning and assisting the students to reach their potential in all areas requires a balance of the academic, spiritual, sporting, and cultural aspects of schooling. All students have a right to attend school and to be taught well. They also must receive this education according to the strict guidelines of the Board of Studies. However, representation for the College, in any form, is a privilege and not a right. Also, students need to be assisted to ensure that there is a balance so that their academic learning is not affected.

Thus, students need to follow certain expectations and protocols if they wish to represent our College.

Expectations and Protocols

Basic Expectations

- It is the school's decision about what representation the College will be involved in over a 12 month period.
- Teachers will advertise through the School Notices, Assemblies and the School Newsletter what representation is available, how to try out and if there will be costs involved.
- Students will be responsible for making arrangements to try out
- It is the teacher's decision on who is selected to represent.
- If a student is selected they must be available for all practices/rehearsals and to pay all costs. It is the teacher's decision about when these are to occur and what costs may be involved.
- Students must turn up to all practices/rehearsals with all the relevant equipment, dress etc.
- Students must be available on the day/night/weekend to represent the college.
- Student behaviour and attitude must be positive, enthusiastic and follow the Code of Practice for representation.
- Students must dress as directed on the day of representation.

NB: For representation that involves a large cost, eg. an overseas or interstate trip, school fees must be up-to-date or in accordance to any agreement previously arranged with the Principal.

To Represent

Representation includes all extra-curricular activities, community days, camps, discos etc. It does not include any excursions and so on, that are part of the academic curriculum, Masses, Athletic or Swimming Carnivals.

All students are eligible to represent except in the following cases:

- No student may represent while on in-school or external suspension
- Any student suspended for the 2nd time in a Term will be ineligible to represent for the next 10 weeks. (Suspension includes Internal and External)

Students are expected to follow the Code of Conduct set out below to be eligible to represent the College:

- To attend and to be on time for all meetings, rehearsals, training sessions etc as set out on the signed permission note given to you by the teacher.
- To dress appropriately in accordance with the teacher's requests.
- To be cooperative, courteous, motivated, enthusiastic and self-disciplined
- To ensure that all students, teachers and adults who are involved are treated with respect and dignity. (This includes members outside the college as well)
- To follow all college expectations on the day/days they represent.
- To ensure the College name is never brought into disrepute.

Consequences will occur for failing to follow the above Code of Conduct:

- Students may be asked not to represent if they fail to follow the expectations leading up to the time of representation.
- Any student failing to turn up on the day of representation without a reasonable excuse, may not be able to represent for the next 10 weeks.
- Any student failing to turn up on the day in the correct clothing/accessories etc may not be allowed to represent on the day
- Any student who misbehaves when representing will receive appropriate consequences and may not be able to represent for the next 10 weeks in any area of representation.

School Representation Policy

Teacher Responsibilities

To ensure this system works each teacher taking a representative group would need to do the following:

- Advertise all representative activities well.
- After selection teachers will check to ensure that none of the students selected are on the Representation Suspension List.
- Teachers will then advertise immediately the list to staff via the notices and ask for updates on any students who do not meet the College Code of Conduct. Students must not be named in teams until after this checking
- Any student that does not appear to meet the expectations, the name must be then taken to the AP. The AP will meet with the relevant stakeholders, if necessary, and a decision will be made within 24 hours.
- Teams/individuals now can be named and notes must be sent home explaining practice/rehearsal times, expectations, costs, clothing etc. A permission note to represent must be signed by the parents and the student.
- Staff need to know the length of this representation and make this very clear to the students and the parents.
- Teachers must keep a clear record of attendance at all practices/rehearsals.
- The Middle Managers/Coordinators need to keep a record of representation to ensure students stay within the set protocols.
- If a student fails to meet his/her obligations, the parents and student will be notified. Depending on the seriousness of the student's action, consequences will occur ranging from a formal warning to being banned from representation for up to 10 weeks.

Considerations

Careful consideration ought to be given to the number of representations a student undertakes. Parents need to discuss this with their children and contact the College over any concerns. Students need to know their limits and too many representations may be detrimental to his/her academic progress.

Appeals

If a student or parent wishes, they may appeal the decision with the College Executive. Each case would be judged on its own merit but would have to have exceptional reasons not to follow the protocols of the school.

Appendix

Acceptable Behaviour for Sport

- Players sent from the field or any area of competition permanently for unfair or rough play will need to face the College Principal who may choose sanctions further to any which apply to the sport, based on reports received from the Coach or Supervisor.
- When representing the College, language used must be appropriate
- Principles of fair play should always apply. Also, at the conclusion of a game/competition, the opposition should be treated with respect and consideration. Shaking hands and offering congratulations or commiserations should always be offered.
- Players who are supported by their fellow students should show their appreciation at the end of the match by approaching the supporters and clapping them.
- Any Officials should be thanked at the conclusion of play or competition

Acceptable Behaviour from Supporters/Parents

- All support/barracking/advice should be positive. Good play/success should be applauded, whether from our side or the opposition.
- Negative comments, directed at a Coach, Officials or any competitor of either side, are unacceptable. We barrack for our team, not against the other.
- Bad language is unacceptable at all times.
- Any supporter/Parent who does not conform to the College expectations or is asked to leave a venue or is complained about to the College will possibly be banned from attending further competition.

Policy Responsibility

The person responsible for the implementation of this Policy is the College Principal.

Policy Review

The Policy shall be reviewed every three (3) years, or in the event of any information, incident, injury, or illness that would demonstrate the need for a review, or resulting from any legislative or organisational change that would warrant a review.

Agreement

I have read the above policy on School Representation and understand all that is stated. I have discussed this with my child/ren and we hereby I agree to all the conditions outlined in this Policy.

Parent/Guardian signature: _____