

CHRISTIAN SCHOOLS SPORTS ASSOCIATION

Overnight Supervision Policy, Principles, and Procedures

Rationale:

This policy aims to support the Christian underpinnings of CSSA to provide safe environments for sporting events between members of Christian schools. This statement highlights the Christian relational emphasis within which CSSA events are to take place. Our CSSA events are undertaken to help the students and teachers know each other better, to enable greater engagement in the teaching and learning process that is involved around sport and fitness.

Policy:

The purpose of the overnight events is to provide excellent competition from diverse membership of CSSA, in an age appropriate safe and caring environment.

Related Policies:

This policy should be read in conjunction with the CSSA Public Liability Policy, CSSA Handbook and such other CSSA policies & protocols as maybe published from time to time.

Principles:

1. Overnight-based competitions are not as formal in their structure or agenda as being in classrooms for teaching and learning, but nevertheless promote significant learning experiences.
2. They are not to be as informal as a church fellowship camp.
3. An appropriate metaphor may be that of a very large family sharing a meal together - it can be relaxed, fun and encourage fellowship if there is some sense of order, common ground rules, respect and interest in thinking of others.
4. This sense of order incorporates adults having the same level of supervision as would normally be expected in a family-based supervision activity.
5. Our events will have a focus on equipping our students for service to each other, and beyond.

Procedural Guidelines

This part of the document is to clarify how we can achieve a consistent approach to our overnight events. It is to support staff so that they have a clear understanding and expectation when engaged in overnight events with CSSA. Please read them carefully.

Each participating team would have these expectations explained to them, by the team manager :

1. Establish clearly what is *play* and what is not play on these trips. It may be important at this stage to clarify the difference between these trips and church fellowship camps where things may be much more informal or relaxed, particularly at evening times. A definition that may be useful is that “play is when someone volunteers to have fun with you the way you want to have fun”, or something to that effect.
2. Establish guidelines for *nightly routines*. This should build on the definition of play and responsibilities that we need to outline. This can be expressed in terms of daytime being time for our activities and enjoying each other’s company. Once we go to our rooms, that is to be a time of rest so that we can get the most out of the days that we have together. As part of this there should be the...
3. Expectations of no activity once lights are out and only ever *passive activity inside*. Activities should only be in the designated areas.
4. There should also be the expectation that no one will ever be taken advantage of in his or her room in any way. The expectation that discipline will occur quickly if people breach the guidelines of night routines should also be given. A recommendation would be that a discipline process similar to that at school be given for students even at night time i.e. that they be asked to complete a

routine (in writing) which incorporates them thinking through what they did, why they did it, what should have happened and what they will do in the future. If the student is accepting of this they normally would be allowed back into continued involvement.

5. It is also recommend that if a student goes through this process and does not respond appropriately, then the next consequence will be their being isolated to a situation where supervision is more structured. This is natural consequence of loss of trust in these circumstances. Parents should be contacted if students do not respond, particularly if this is during the night.
6. Students need to be aware that they (or parents) will pay for any breakage.
7. Parents need to be informed before the event that if a staff member, in consultation with a team manager, believes that there are grounds for concern about the safety of students and/or staff, that searches of rooms and bags, with or without students present, may be conducted. Also, parents are to be asked to check that nothing illicit or dangerous is in students' belongings.
8. These guidelines should be clearly established *before the trip*. They should be outlined again on arrival so that they can be implemented smoothly once at the event.
9. Parents – it should be considered whether to contact parents on the mobile phone at the point of withdrawal from day or night-time activities. When students have been withdrawn they need to go through the process of considering what they have done, what they will do in the future. If a student is not responding to the trust required at the event and is behaving in extreme ways, then the leader should contact the respective parent and Principal to consider their returning to school.
10. If a student needs to be withdrawn into separate sleeping accommodation then they can move in with or next to senior students (it is recommended that student leadership be appointed as team captains, to also act as prefects, before each event) or staff of the same sex. It is recommended that if a student is withdrawn to adult sleeping quarters that there be more than one staff member present when that occurs i.e. do not use this strategy if there are not two staff members available.
11. Staff should not normally enter the living quarters of those of the opposite gender. If they do need to enter because of some emergency or crisis or critical intervention then they ought to have another staff member present of the same gender as the student or the most senior and responsible student of the same gender who is available at that time.
12. Students must *never* be allowed into the opposite gender's rooms. We must strictly adhere to this guideline. Consequences of breaching this guideline will be serious and may include dismissal from the team (and return home at the student's family's cost)
13. Meal times should also be structured so that there is no playing or wastage of food. It is recommended that staff eat with team members and that they supervise the leaving of students, only after the students' table has been appropriately cleaned.
14. Social Activities – students will be under adult supervision at all times.
15. Morning Devotions – Where possible, it is important also to start each day with a devotion where the Bible is read & prayer is undertaken. Normally, after breakfast and before the commencement of activities is a good time. This is consistent with the ethos of CSSA.
16. Consistency with school discipline - These guidelines are constructed under the same principles as a school discipline policy. In summary, this means having students understand what it is that is expected of them very clearly beforehand and implementing procedures whereby the students reflect on what does not work so that there can be reconciliation. They also need to work through the natural consequences of their actions. They require a higher level of trust than they may have demonstrated at school. If they cannot demonstrate that level of trust then the natural consequence is that they go into a situation where there is more structure for them. This is the path that ought to be travelled if the student is to eventually be withdrawn from participation.

TEAM MEMBERS CODE OF BEHAVIOUR

AS A TEAM MEMBER

- I have read and will abide by the CSSA Overnight Supervision Policy
- Compete by the competition's conditions and rules.
- Never argue with the Umpire's decision.
- Control your temper - no criticism by word or gesture.
- Work equally hard for yourself and your team - your team's performance will benefit and so will your own.
- Keeping of late hours will detract from your own and your team's performance.
- Be a good sport. Encourage and support your own team members.
- Cooperate with your coach/team manager and team mates. Show respect for your opponents and their skills.
- Be friendly to all participants.
- Smoking, drinking of alcoholic beverages, or the taking of non-prescribed drugs is strictly forbidden.
- Entering or remaining upon restricted licensed premises unless under the supervision of team officials strictly forbidden.

AS A GUEST IN HOTELS, MOTELS, COLLEGES, CARAVAN PARKS ETC.

- Check for any damage to premises on arrival and notify your team manager
- Keep your room tidy
- Do not leave the accommodation area without permission from the team manager.
- Know where your team officials are staying.
- Where toilets / shower / laundry facilities are away from sleeping areas, it is advisable to attend in pairs.
- Mixed sharing of rooms is not permitted.
- Fraternisation with members of the opposite sex is prohibited.

BREACH OF THE CODE

A breach of this Code of Behaviour, in the opinion of team officials may result in the player being banned from the remainder of the Championships and may also result in the player being sent home by the first available transport. Parents and the student's school will be notified. Any additional expense incurred will be the responsibility of the parents. Further disciplinary action may be considered depending on the seriousness of the breach.

PARENTAL CONSENT FORM

As a parent/guardian of _____
(Given Name) (Surname)

I give my consent for him/her to participate in the _____, arranged by the New South Wales Christian Schools Association (CSSA) for the period of the competition, travel and other activities deemed necessary and under the sole direction of the Person/s appointed in charge of the above mentioned group which he/she is involved.

Such persons may take whatever reasonable disciplinary action they deem necessary to ensure the safety, well being and successful conduct of the students as a group, or individually in the abovementioned activity.

In the event of any illness, accident or injury, during the abovementioned times, I authorize the obtaining on my behalf of such medical or ambulance assistance as my child might require and accept responsibility for the payment of any expenses thus incurred. I further authorize qualified medical practitioners to administer anaesthetic and blood transfusions if such an eventuality arises.

I submit the attached medical information about the above student and include details of limitations, which he/she has for the activities concerned.

I have read the Team Member's Code of Behaviour, understand its contents and conditions, and accept the parental responsibilities contained therein.

Signed: _____ Date : _____
(Parent/Guardian)

STUDENT'S AGREEMENT TO THE CODE OF BEHAVIOUR

I, _____(Name) have read and understand the Team Member's Code of Behaviour and agree to abide by its conditions.

Signed: _____ Date : _____
(Student)
