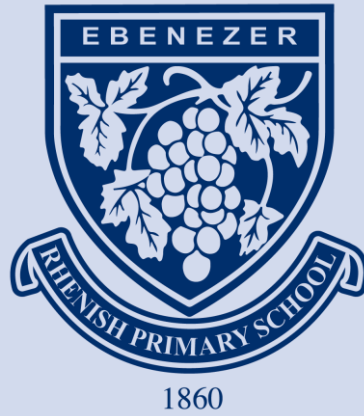




Rhenish Primary School

Extra-Mural Policy

For Grade 1 to 7
(UPDATED: AUGUST 2025)





The Rhenish Primary School extra-mural programme should cater for all pupils in as diverse a spectrum of activities as possible, allowing for the limitations of time, finances, facilities, manpower and interest shown.

Educators should strive to develop the whole child in a balanced fashion. Early specialisation in sport at primary school level is not in keeping with the School's holistic approach to extra-mural activities. The extra-mural programme should be part of educating the learner.

The cornerstone of the School's extra-mural policy is one aimed at mass participation and exposure to as many sports codes as possible. In recognising that pupils may show potential and to develop this potential to its fullest, parents may wish to seek additional outside expertise. This should not clash or interfere with school sport practices.

Aims

- To provide fun, enjoyment and a healthy lifestyle.
- To develop skills in the following domains: physical, social, cultural, intellectual, moral and ethical.
- To promote our values of respect, curiosity, inclusivity, perseverance and community.
- To cultivate sportsmanship.
- To improve coaching skills by financing and encouraging staff members to attend courses whenever possible.

THE POLICY

Guiding Principles

- The extra-mural programme is an extension of the broad curriculum of the School and, like the academic curriculum, falls under the supervision of the Principal and the professional staff.
- In order to consider the child holistically, the extra-mural programme differentiates between the type of activities offered and the duration of sessions of the activities, according to the educational phase of the child.
- There is thus, a mini sport programme (Grade 1 & Grade 2 {U/7 & U/8}), and a senior sport programme (Grade 3 to Grade 7 {U/9 - U/14}).
- The mini sports programme falls within the school academic day and therefore is compulsory for all learners, except on a Friday.
- Pupils (U9 – U14) shall be expected to participate in at least one activity per season.
- Governance
- The Head of Extra-mural will oversee the extra-mural programme in consultation with the Principal, and will sit on the SMT.
- The Head of Extra-mural will manage the administrative affairs of the school's extra-mural programme. His/her job description has been specified in the contract co-signed by the employer and employee.
- The Extra-mural Co-ordinator will report to the Extra-mural Head.



Finances

- The Extra-mural Head must thereafter submit an annual budget to the Governing Body, via the school's annual budget proposal, for its approval. This budget should be submitted no later than 30 September of a given year.
- Extra-ordinary expenses will be referred to the Governing Body on an ad-hoc basis.
- Code Heads must get prior approval for purchases, orders, requests for money etc. from the Principal and Extra-mural Co-ordinator well in advance.

ACTIVITIES

General

- Pupils will participate in their correct age groups, irrespective of the grade they are in.
- No over-age pupils will be permitted to participate outside their respective age group, unless allowed by certain league rules and regulations.
- Learners, who are more than two years difference in age, may not participate together in an activity (e.g. U/12 and U/14).
- Learners, who are a year younger than the grade they are in, must participate in their appropriate and correct age groups regardless of the grade they are in.
- A concession is made for Grade 2 pupils who are U9. These pupils must take part in the Mini Sport Programme, however will participate in matches as U9's.

SUMMER SPORTS

(U7 & U8)

Athletics
Mini-Cricket
Swimming
Tennis

(U9 – U14)

Athletics
Cricket
Swimming
Tennis
Water Polo

WINTER SPORT

(U7 & U8)

Hockey
Netball
Rugby
Cross-Country

(U9 – U14)

Hockey
Netball
Rugby
Cross-Country

CULTURAL ACTIVITIES (All year round)

Art
Robotics Club

Chess

Drama
Environmental Club



N.B. Choir, Orff, Marimba's and Orchestra fall under the School Academic programme although they appear on the extra-mural timetable.

Sport in General

- Sport cancellations will be communicated to parents via the D6 communicator.
- Decisions to cancel sport due to inclement or hot (35° and higher in the shade) weather will be made by:
 - 12:00 on the affected day for Mini Sport.
 - 13:00 on the affected day for Senior Sport.
- When a fixture is cancelled on the day it is to take place, and parents cannot be informed, pupils will be supervised for the full duration of time that the activity would have taken place.
- If a fixture is cancelled by another school, weather permitting, an internal game will be played or a training session conducted.
- If there is a bye on the league fixture list, or no fixture for a week, an internal game or training session will be held.
- If Rhenish teams are invited to participate on a Saturday, this invitation may be accepted, provided it does not clash with the school's programme.
- Sporting codes are expected to conduct their activities, fixtures and events in the applicable season.
 - Summer sports → Terms 1 and 4
 - Winter sports → Terms 2 and 3
- There will be a transitional period between seasonal codes at the end of Term 1 and Term 3. Existing outside commitments will take preference during this period.
- Where possible, every effort will be made to play fixtures within the Stellenbosch/Boland area.

Extra-Mural Information

- Parents requiring extra-mural information can direct such queries to the Educator-in-charge of the respective activity.
- Failing that, they can approach the Code Head and then the Extra-mural Co-ordinator.

Team Selection

- Every child is encouraged to participate and contribute to the code they have committed to for the term. Coaches may promote players to higher teams based on performance, improvement and commitment.
- A Teams: Selection based on skill, sporting ability and confidence
- B and C Teams: Structured to allow maximum participation for all pupils. Player are rotated regularly to gain experience and develop their skills.



Code Heads

Each extra-mural activity will have a designated Code Head of that activity. The educator's responsibilities will include:

- Attending regional meetings.
- Maintaining and replenishing kit.
- Keeping an inventory of all equipment.
- Liaising with the Extra-mural Co-ordinator of the school.

Additional points

- All correspondence must be co-signed by the Principal / Extra-mural Head.
- All details regarding activities, cancellations etc. must be discussed with the Extra-mural Co-ordinator who must be kept informed at all times.
- There will be at least two extra-mural meetings per year of Code Heads. This will help with the dissemination of information and bring about co-operation between sports codes, where necessary.

Inter-house Activities

- There are three school sports houses at the school:
 - **Terlinden (Green)** – named after Rev. Terlinden
 - **Van der Stel (Yellow)** – named after Simon van der Stel
 - **Weber (Red)** – named after Rev. Weber
- Once a learner is allocated to a sports house all subsequent family member is also allocated to that house.
- The Inter-house shield is presented at the annual Prize-Giving ceremony. This shield is awarded to the House which has accumulated the highest number of points during the year (academic, cultural and sporting results are considered).

Staff Commitment

- As far as possible, the extra-mural programme workload will be spread equally amongst the staff members.
- The division of the extra-mural workload will be decided upon by the Principal and Extra-mural Head, taking all factors into account.
- All staff members are expected to be available from 07:30 to at least 16:30 each day.
 - Even though the academic day ends at 14:00, and staff may leave the school at 14:30, staff should consider themselves "on duty" to present extra-mural activities if necessary.
 - If a staff member is not required on a particular day, he/she may leave the school premises at 14:30.
- If a staff member is unable to fulfil an extra-mural commitment, permission to be absent from their duty must be obtained from the Principal or Deputy Principal.



- Coaches/educators are expected to be professional in their approach to all duties, functions and in their dress.
- Staff should strive to improve their coaching skills and techniques by attending clinics and keeping up with changes and trends in their particular sport code.
- It is preferable for educators not to coach their own children.
- Members of the Rhenish Primary School staff are not expected to fulfil any sporting duties beyond the school's first team (U/13A) level.
 - Any learners' names put forward by the school to attend regional and/or provincial trials will become the responsibility of the parents.
 - Staff members are not expected to attend such trials or matches, unless out of free choice.
 - Staff members are not held accountable for selection (or non-selection) of players at regional and/or provincial trials.

Learner Commitment

- Pupils must commit themselves to an activity for the duration of the season.
- They must attend all practices and matches from the start to the end. Children may only leave after all the equipment has been packed away and the staff member has dismissed them.
- Pupils must be punctual and be appropriately dressed for the activity. Staff members reserve the right to forbid incorrectly dressed players from participating.
- Pupils are expected to display sportsmanship. Behaviour and attitude will be monitored at all times.
- Staff members have the right to exclude pupils from any cultural or sporting events if all criteria concerning commitment are not met.
 - Where fees/money have been paid by the learner, this will not be refundable in such cases.
- Where a learner enters a regional and/or provincial trial and is selected, they should honour that commitment at their parents' cost.

Parent Commitment

- Parents must excuse their child/ren for valid reasons only.
 - An acceptable reason would be e.g. illness (requires a doctor's certificate); family bereavement.
 - NB: Going away for a weekend is not considered an acceptable excuse.
- Parents must ensure that their child/ren are correctly dressed and fulfil all the necessary commitment criteria.
- Parents are responsible for their children's access to protective equipment (gum guards etc.) and sun care (hats and caps).

COMMUNICATION

- Enquiries/feedback (positive or negative) should follow the correct channel of communication:

1. Staff member responsible for the session

- (Note: not in the presence of the child/ren)
- (Preferably a formal appointment should be made via the school secretaries.)



2. Code Head

(Preferably a formal appointment should be made via the school secretaries.)



3. Extra-Mural Head

(Preferably a formal appointment should be made via the school secretaries.)



4. Principal or Deputy Principal

- (Preferably a formal appointment should be made via the school secretaries.)

Note: Any queries may be directed to the staff member/coach before or after, but not during, the practice.

Expectations

- Parents should try to understand and support the staff member's decision.
- Parents must be objective and consider the good of the whole group above that of their own child.
- Under no circumstances will interference with:
 - team selection,
 - appointment of coaches, or
 - entry of teams/individuals as Rhenish representatives by parents, be permitted.

Punctuality

- Parents must ensure that their children arrive punctually for an activity and are fetched within 15 minutes of the scheduled return of the team to school or on completion of the activity.
- Late comers will be given one warning, after which the child may be barred from extra-mural activities for a period determined by the Principal/Deputy Principal.
- In the event of barring a child, the parent will be notified in writing.

Tours

- Tours are desirable but not obligatory.
- These tours should be planned at least a year in advance.
- Tours consistently solely of male teams should always have at least one male staff member on tour.
- Tours consistently solely of female teams should always have at least one male staff member on tour.
- A detailed proposal must be submitted in writing, well in advance, to the Principal.
- Factors such as the ability of the teams should be taken into consideration when preparing a tour itinerary.
- There may not be more than one tour per sport per annum.
- Tour arrangements and costs should, as far as possible, accommodate organisers and accompanying personnel free of charge.
- Weekend tours may be added to the programme.
- Staff members reserve the right to cancel a tour if lack of funds or interest is detrimental to the quality of the tour.
- It is expected to host visiting schools at Rhenish Primary School's expense, within an allocated budget.
- All children who are involved in a Tour are part of, and must remain with, the group at all times.
- If parents are in the area where the children are on tour, they are welcome and encouraged to be spectators.
 - They may not request that a child leave the group at any time.
 - They may not themselves join the group, as this detracts from the educational aim of teamwork and esprit de corps.
- Children will not be allowed to take private cell phones on tours.
- No player will be allowed to participate in a school tour if their school fees are in arrears.

Awards

- A sport or cultural badge, for codes offered by Rhenish Primary School, will be issued to the pupils for recognition of their input at the end of a season.

Eligibility

- A learner will be required to regularly attend team practice/training sessions arranged by the school.
- A learner will be expected to be present from the start to the end of all practices and matches (only considered ended once equipment has been put away and staff members have dismissed the learner).
- The learner's attitude, behaviour and sportsmanship will be monitored by the staff at all times.
- Only age groups U/10 and older will be awarded merit badges.

Other Awards

- Sporting Awards in the form of certificates and trophies are awarded at Prize Giving.
- Parents are expected to accept the staff's decisions as being fair and well considered.



Publicity

- Subject to the approval of the Principal, all newsworthy items should be handed to the school's publicity agent each week by:
 - the Educator-in-Charge of a particular activity, and
 - the class educator when an achievement was achieved in an activity not offered by the school.
- This is to be done in order that these news items can be passed onto the local press.
- No staff member will be permitted to liaise with the press unless the matter has been vetted by the Principal.

External Coaches

- Extra coaching assistance may be sought in order to bolster the coaching staff.
- Such coaches must conform to the professional code of conduct and dress code of the school as they are representatives of Rhenish Primary School.
- Student coaches will be paid by the hour at an amount stipulated by the Principal at the annual budget meeting.
 - Payment may vary according to the experience, qualification and coaching expertise of the coach.
- External coaches will be required to sign a limited term contract, issued by the Extra-mural Co-ordinator and the Principal.
- Parents may also be involved as coaches, but preferably not as coaches of their own children.
 - If parents are paid for their coaching services, they will be employed according to the terms and conditions of the school as applicable to any other external coach.
 - Parents who coach on a voluntary basis should be rewarded by the school in the form of an appropriate gift at the end of the season (decided and approved by the Extra-mural Head).
- Any parents who are involved with extra-mural sport are expected to commit to the full duration of the applicable season.

Staff Extra-Mural Appreciation Payment

- Any staff member involved in extra-mural activities in any form is eligible for extra-mural appreciation payment.
- Such payments will be calculated at the end of each term, based on staff attendance, by the Principal or Deputy Principal.

This policy has been adopted:

At Rhenish Primary School in Stellenbosch on _____
[Date]

Principal: _____

Governing Body Chairman: _____