

Ballinamore Community School

Out of School Activities

Definition

Out of school activities are educational events that involve teachers and students being outside the school premises during and sometimes outside of school hours. Such activities include: sports fixtures, field trips, visits to factories or businesses, educational visits to places of interest in the country, educational tours abroad.

Rationale

This policy outlines the regulations and practices that apply to the planning, and conduct of the out of school activities.

Aims

- To clarify for students, parents and teachers why this out of school activity is necessary
- To comply with Department guidelines and regulations
- To have written permission from parents for such activities
- To outline the regulations for the activities
- To take the necessary steps to safeguard the health and safety of those involved.

Activities

Sports Fixtures

Boys and girls football, basketball games and athletics usually take place during the school day. The coach draws up the panels at the start of each school year, his/her decision is final. The coach liaises with the sport's regional governing body about the venues and time of fixtures. The times and venues for sports fixtures are not always predictable. Athletic training may take place in the evenings in conjunction with the Ballinamore Athletics club.

All students who participate in sporting activities must have the pupil personal accident insurance policy. At the beginning of each year they must inform their coaches of any relevant illnesses or injuries and if they are taking medication.

Field trips

Geography, Agricultural Science, Science, History.

Visits to factories or businesses

Business subjects, Practical Subjects, Transition Year.

Educational visits to places of interest in the country

CSPE teachers, Career Guidance, History, Geography

Retreats

RE teachers

Educational tours abroad

Occasional tours to places of historic or cultural interest. Participation in these outings will depend on a student's behaviour and ability to follow teachers' instructions. Students who have been suspended may be excluded.

Letter of Permission

In advance of any non-sporting out of school activity parents/guardians are contacted by letter.

The letter will contain the following information:

- What the activity involves, why it is taking place and what group is participating.
- The cost of the outing.
- Times for leaving off and picking up students.

The letter will seek the following from parents/guardians:

- Written permission for their child to participate in the activity.
- Necessary Information: contact telephone numbers, relevant illnesses, if the student is bringing medication.

The teachers will bring the following with them:

- Necessary Information: contact telephone numbers, information about medication.
- First Aid kit

The school rules apply on all school outings. Students will be expected to wear the full school uniform unless there is a specific exemption from doing so. In the case of Educational Tours abroad an additional set of regulations and guidelines will be issued.

School Sporting Fixtures

Football

Liaison Kevin Nolan

Senior Boys	Kevin Nolan
2 nd /3 rd Year Boys	Diarmuid McCaffrey
1st Year Boys	Ronnie Duignan
Girls (All levels)	Seamus Mullen

Athletics

Liaison Aoife Ní Mháille

All Levels Aoife Ní Mháille

Aims

- To promote games to as wide a student populace as possible
- To promote enjoyment and gamesmanship within all activities
- To achieve this as safely as possible

Procedures

- Teachers/coaches of all sports will liaise to avoid clashes of fixtures and avoid multi absences
- All students participating in school sporting activities must have personal insurance, as arranged through the school
- Accident forms must be filled out in all cases of injury.
- The coach will make decision on medical intervention.
- Where possible a parent will be contacted
- A senior girl may be required to travel to girls football and basketball matches
- All decisions on panel, teams and players are that of the coach and are final.

Behaviour

- Student behaviour is expected to be exemplary at school activities
- Teachers instructions must be carried out in full
- All students are expected to be in full uniform. Where this is not the case they will be excluded from travelling
- Mobile phones will be confiscated and handed back at the end of the day. Picture mobiles will be confiscated and will be returned only on meeting a parent. In the case of picture capable the student will be expected to show

recently saved picture files to the coach and Principal in the presence of a parent

- Smoking, drinking, and drug taking are strictly prohibited

Safety

- A fully equipped First Aid kit will be brought to all matches
- The coach will decide on what medical attention is required
- Boards of Management will indemnify teachers travelling to sporting fixtures

Parents, students and Board of Management will be aware of these regulations. Where they are breached, a student may be excluded temporarily or permanently from that or all activities depending on their circumstances.