

MCS Sport

Pupil Procedures for Sport 2014-2015

ESSENTIAL DUTIES:

Pupils should

- Be registered at every session by their coach
- Consult the Red Diary, notice board and website regularly and relay fixture arrangements to their parents
- Not proceed to an off-site ground without a member of staff or prior consent
- Wear appropriate MCS sports kit for fixtures and training
- Behave in a sportsmanlike fashion at all times

GENERAL INFORMATION

- All pupils must read and follow the games options policy
- Attending school practices and playing for school is an integral part of the school curriculum and intrinsic to a pupil's commitment to Magdalen College School (see school rules).
- Any pupil who is part of a team squad is required to play midweek and weekend fixtures when selected.
- Any request for absence from a fixture should be made in writing from a parent, to the master i/c **as early as possible** (ideally, at least a week in advance).
- It is the pupil's responsibility to check fixture lists and team sheets to see if you are required for a practice or a match. Ignorance of selection is not an acceptable excuse.
- **Pupils must travel to and from all matches in school uniform, unless other specific instructions are given.**
- **Any valuables must not be left unattended. Expensive items should be left at home or put in a school locker.**
- Correct kit must be worn

Rugby – mouth guard, rugby boots

Hockey – mouth guard, shin pads

Cricket – box, helmet

Sun-safety measures require a collared shirt, cap & sunscreen to be worn. Drinks bottles are encouraged and shade / drinks breaks should be given by staff.

Pupils are expected to bring their own equipment for the majority of sports offered. Pupils involved in a focus or participation sport will need their own playing equipment

REGISTRATION

Staff monitor attendance, flag up concerns with tutors

Pupils wishing to change games must follow the change of games procedure, by collecting a purple slip from the Sports Administrator

PROCEDURE FOR BOYS ON NON-GAMES

- PUPILS UNABLE TO TAKE PART IN GAMES / PE MUST REPORT TO THEIR USUAL GROUP AT THE START OF THE LESSON FOR REGISTRATION
- ALL PUPILS MUST PRODUCE A WRITTEN LETTER OF EXPLANATION FROM THEIR PARENTS OR MATRON, WHICH MUST BE WITH THE SPORTS ADMINISTRATOR BY BREAK TIME
- WHERE POSSIBLE PUPILS WILL WATCH THE SESSION
- PUPILS WHO FORGET THEIR KIT WILL BE ASKED TO DO JOBS AROUND THE DEPARTMENT, WHERE APPROPRAITE

If this is impossible, staff may ask the librarian for permission for pupils to work in the library, or make arrangements for pupils to sit on the Sports Hall balcony. Pupils must not go to the library, without seeing their teacher first

SPORTS NOTICE BOARD AND WEBSITE (www.mcsspport.org)

The notice board is situated outside the Sports Centre.

All notices concerning match day arrangements, teams and practices will be posted on both. Pupils should check both frequently. It is your responsibility to find out what is going on.

TRANSPORT

Minibuses leave from the main school site

Coaches will leave from a) the school car park b) on The Plain c) Cowley Place.

In all cases pupils should meet at the Sports Centre.

Pupils must return to school on this transport, unless they present specific written permission from their parents to make their own way home from Games. Pupils must present written permission from their parents if they are to be allowed to leave Games with other parents or individuals. If parents are collecting pupils from away fixtures / satellite grounds, they must arrive before the school staff leave. If parents are delayed the staff member may ask the pupil to return to school with the team.

MOVEMENT TO GROUNDS ON FOOT

Pupils may not proceed to their ground without a member of staff or prior consent

Shortcuts must not be taken across neighbouring pitches.

Trainers / school shoes must be worn on all pavements. Boots should only be put on when you arrive at the playing field. Pupils should cross Cowley Place using the pedestrian crossing, having walked through the play ground.

Access to the University facilities at Iffley road is made through the Christchurch playing fields. When the ground is wet, access is via Iffley road path.

Directions to fixture venues are published on the website

MATCH DAY HOSPITALITY

All pupils expected to host their opponents and parents after fixtures. We would like our opponents to enjoy their visit to Magdalen College School.

- Only the highest standards of behaviour are acceptable at practices and matches. The referee's decision is final and good manners and sportsmanship will be maintained at all times.
- All players must attend tea and be in school uniform, unless otherwise instructed.
- All parents, home and visiting are welcome for post-match teas
- Directions to grounds and match timings are displayed on website

SATURDAY MORNING CANCELLATIONS

To avoid unnecessary travelling in the event of games being cancelled on a Saturday, pupils should

1. Regularly check the notice boards, website and school email accounts. In particular before leaving school on Friday and then again before setting off for a fixture on a Saturday morning.
2. If in doubt email their coach or call their team captain

As much notice as possible is given, especially for junior matches, but a sudden change in circumstances, can mean a last minute decision.

If for any reason a pupil is unavailable, they should contact their Master in Charge via email as soon as possible.

Any pupil named as a replacement/stand by on a team sheet should be available if called upon at short notice.

MIDWEEK CANCELLATIONS

If matches have to be cancelled on a school day a decision will be made by lunchtime and published on the sports notice board and website. Details of any alternative arrangements will also be displayed along with an approximate finishing time.

FINISHING TIMES OF PRACTICES

Your coach will set an approximate time for practices to finish.

ACCESS, EQUIPMENT & STORAGE

Pupils may not enter the sports hall or fitness-suite without permission from a member of staff. Staff should expect pupils to help collect and put equipment away.

GYM

Only inducted pupils may use the gym.

SWIMMING

This takes place at the university pool. Parents must complete a consent form and all sessions have a lifeguard.

INDIVIDUAL SPORTING GUIDELINES

Heads of Sport endeavour to inform staff and pupils of guidelines. Please ask the Head of that sport if you have any concerns.

