

# CO-CURRICULAR POLICY

THIS POLICY IS REVIEWED ON AN ANNUAL BASIS

Policy reviewed by: Clemmie Stewart – Director of Learning and Teaching

Policy approved by: Robert Berry – Chief Operating Officer

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Submission:

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Next review date: 31/08/2023

Reviewer's Signature: 

Approver's Signature:



Please note: 'School' refers to Chatsworth Schools; 'parents' refers to parents, guardians and carers.

This is a whole school policy, which also applies to the Early Years Foundation Stage.

At Beech Hall we recognise that classroom-based learning is just one part of the education process. In our striving to develop the potential of individuals to the full we believe we have much more to offer.

We offer an extensive range of co-curricular activities which both complement and increase learning opportunities for all pupils who wish to participate, whatever their age, gender or ability, a policy which is in keeping with our Equal Opportunities policy.

Although there may be auditions or trials for performance work or team games the established principle is that everyone who wishes to be involved can be, at a level appropriate to their age and ability.

Health and Safety is of prime importance in any co-curricular activity. So far as activities involving travel away from the school are concerned, all aspects of Health and Safety are covered in the Educational Visits Policy which is adhered to at all times.

Learning is a lifelong process, in which education plays a highly significant part. Learning must encourage growth and experience across a wide range of experience and cover values, attitudes and emotions as well as knowledge, skills and understanding.

Any extra-curricular activities and clubs should have clear, achievable aims and objectives which are included in and/or complement the Schemes of Work.

## Aims:

1. To extend the curriculum beyond that offered in timetabled sessions.
  - i. there may be opportunities to pursue or reinforce work encountered within the normal timetable. Pupils can pursue work or targets over long periods of time not, usually possible within a normal scheme of work.
  - ii. there may be opportunities to undertake work not normally encountered within the routine timetable. This may provide the pupil, and indeed the teacher, with the opportunity to pursue a personal interest or hobby.
  - iii. there may be opportunities for visitors or specialists to interact with a committed audience, e.g. a player from the local professional football team may give some coaching.
  - iv. there may be opportunities to organise visits to venues of specific interest, e.g. a visit to the theatre
  - v. there may be opportunities to develop a project and to enter a competition.

Such events can enhance the image and reputation of individuals and of the school.

2. To allow practice for school teams, auditions and/or performances, etc.
3. To allow non-specialist staff, parents and/or others with a particular interest or talent to offer their experience and/or time to broaden and enrich the curriculum offered to the pupils. For example, a science teacher may be a registered badminton coach and may wish to run an out-of-hours club.
4. To allow pupils of different ages and abilities to interact.
5. To allow pupils and staff to interact in a somewhat less formal manner. This can improve pupil/staff relationships in the classroom.
6. To engage in charity events and activities which provide the opportunity for outreach to the local and wider community and develop pupils' sense of social awareness.
7. To develop the pupils' knowledge and understanding of Fundamental British Values and their respect towards and tolerance of those who may have a protected characteristic.

## Principles:

- All departments are committed to offering a variety of extra-curricular activities and clubs, wherever and whenever practicable, considering the restraints of staffing, cost and time.
- The extra-curricular activities and clubs should be open to all pupils and must be organised with this in mind.
- All extra-curricular activities and clubs must be organised with the safety and safeguarding of participants as the major consideration. They must comply with school policy. A document addressing aims, objectives, tasks, supervision, location and times should be presented to the Senior Leadership Team.
- Staff and pupils should be aware of any itinerary, contingency plans, First Aid facilities, emergency phone numbers, etc., in accordance with the educational visits policy, if the activity takes place off-site.
- All adults, including non-teacher supervisors and volunteers, must be informed as to their role. It must not be assumed that all adults know what to do and when to act.
- Parents must be fully informed of the nature of the extra-curricular activity or club and the working conditions, e.g. near rivers or main roads, any work not directly supervised and the name of the member of staff in charge of the extra-curricular activity or club. Parental permission, if required in accordance with the Educational Visits Policy, must be granted for the activities outlined in the letter and the forms retained in the department. For full details, refer to the Educational Visits Policy, which must be followed if the activity takes place off-site.
- If transport by minibus is involved staff must also have regard to, and comply with, the school's Minibus Policy.
- If the extra-curricular activity or club has events that take place during normal school hours then the school community needs to be informed of dates and numbers involved. Those informed must include all teaching staff, first aid/medical staff and kitchen staff (two weeks prior to the activity if large numbers of pupils are involved). The office must have all relevant details and copies of letters issued.
- All staff should have the option to take part in the extra-curricular activities or clubs. If for any reason they do not wish to participate they should be prepared to support their colleagues by, for example, providing cover for them.
- The results of the extra-curricular activity or club, including photographs, should form the basis of display work, especially for any 'open evenings', and for the library and, when appropriate, presentations to the school in assembly.
- For educational visits off campus, staff must follow the Educational Visits and Risk Assessment policies to ensure that the venue, host organisation and the transport company are all reliable, legal and safety conscious.

## Visitors/Guests

In relation to visitors and visiting speakers who are involved in supporting the co-curricular programme, reference must be made to the school's policy on visitors and visiting speakers.

### Interpretation

In this policy, the term “senior manager” means a School Head and their designated deputies.

This policy applies to all employees in all Schools (save for Schools with their own procedure which shall prevail) and other work environments within Chatsworth Schools

This policy applies within all companies, which are wholly owned subsidiaries of Chatsworth Schools Ltd, a company registered in England, registered number 11552579.

The registered office of all companies is Crimea Office, The Great Tew Estate, Great Tew, Chipping Norton, Oxfordshire, OX7 4AH. Any enquiries regarding the application of this policy should be addressed to the Chief Operating Officer at the above address.

## POLICY AMENDMENT PAGE

Date	Key Amendments	Version Number	Signed off by
16/03/2020	Policy Approved	v2.0	RNB
10/3/2021	Policy updated and aligned with the Educational Visits policy and Visitors and Visiting Speakers' policy	v3.0	RNB
16/06/2021	Annual policy review for the 2021-22 academic year	v4.0	CMS
16/06/2022	Annual Review	v5.0	CS