

Elementary After School Activities Programme Notes for Students and Parents

Welcome to I.S.T's Elementary After School Activities Programme. Please take the time to read and understand the following points with your child. The information that follows will hopefully give you a clear understanding of the expectations of everyone involved in the Programme and help you to make your activity choices for the semester.

- Activities fall under one of three categories, (1) **Community Service**, (2) **Creative Pursuits** and (3) **Sports**. The colour code used here is also used on the schedule to assist you in your choices. Students are restricted to three activities with no more than two coming from the same category. N.B. The swim squad on Monday, Tuesday and Thursday are ONE activity. Children can attend both sessions and it is counted as one activity. The Girls Advanced Gymnastics and Girls on Track also run over two sessions but count as one activity.
- Some activities, for safety and manageability, have a maximum number of students they can accept. The After School Activities Coordinator will explain the selection process should the number of students requesting the activity outnumber the maximum number allowed. (Also see Guidelines for Students and Guidelines for Parents regarding selection on the previous page).
- The schedule posted on the school website will run until the October break.
- Days and times for activities to be conducted are on the schedule. Most activities will be run in the 1:30pm – 2:15pm time slot. Some activities however require a later starting time. Children waiting for an activity starting at 2:15pm will be supervised in a designated inside (library) or outside (hard court/shaded) area. At the start of the activity term these students will nominate which area they will go to and they will continue to go to that area each week. (A register will be kept.) There will be no supervision for students after 2:15pm. Students will not wander the school waiting for an activity to begin. Failure to comply with this requirement will jeopardize your place in your chosen activity.
- Children **MUST** take their schoolbags to their activity and not leave it in any other place. This includes other personal belongings that need to be taken home that day. This will help the children remember to take their things home with them and will help cut down on lost property.
- Siblings waiting for a brother/sister to complete an activity do not fall into the category of students needing supervision by school staff. Careful choices should eliminate this problem for families. Students not involved

in the activity programme that afternoon will need to be collected from school soon after the 1:15pm bell.

- Students involved in activities which are staged outdoors must bring hats and water bottles to the activity and apply sunscreen before the session commences. Activity Leaders will build rest and water breaks into their activities as the weather dictates.

- If students find an activity is not what they expected they will have some scope for change. They will however only be able to choose from activities that are not already full. Students must discuss this desire to change with the original Activity Leader and with the Programme Coordinator, Cameron McHale

- Students will not be able to change activities after the first two weeks of any activity term. If students wish to withdraw from an activity after two weeks they must have a note from their parents. They will not be granted entry to another activity at this time. Students are encouraged to make a commitment to their chosen activity and honour that commitment through to the end of the term. After two weeks an activity register will be created and marked each session.

- Parents are requested to take careful note of the time that activities are scheduled to finish and make arrangements for your child to be collected from school at this time. Please advise your child's Activity Leader and Class Teacher if the normal arrangements for collecting your child are altered.

- Please continue to reinforce with your child (young or old) that if after a reasonable time they have not been collected from their prearranged meeting area, they must go to the office where phone calls and alternative arrangements can be made. Children who continually require alternative arrangements to be made as a result of not being collected from school will be withdrawn from their activity.

- A high level of behaviour, sportsmanship and commitment is expected from all participants in the after school activities program. Serious or continued breaches of this expectation will be referred to Administration and may result in the student being withdrawn from their activity.

Thank you for taking the time to read this information. If you are unclear about any of the above points, please come and see me and I shall do my best to clarify things for you.

Cameron McHale
After School Activities Coordinator