



# JEPPE HIGH SCHOOL FOR BOYS

GDE Registration No.130633

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01 FEBRUARY 2017

## Guideline for Acceptable Practice: Sports & Extra Mural Department- 2017

### 1. Preamble:

The Education system in South Africa acknowledges that the teaching of young people is a responsibility shared by School leadership, staff, parents, learners, families and members of its school community to ensure opportunity, excellence and inclusivity. This includes sports, cultural and extra mural activities.

Jeppe High School for Boys is such an educational institution where sport forms a major part of the holistic educational process of our school and therefore has its own Sports Department managed by an appointed Director of Sport.

The purpose of this Guideline is to establish a disciplined and purposeful environment within the Sports Department at Jeppe High School for Boys, aimed at meeting and exceeding the expectation of all relevant stake holders within the school community.

It is intended to be a living document that should be revisited on a regular basis and, if or where relevant, applicable or necessary, amended from time to time. In the dealing and implementation of this document, common sense should always prevail where all aspects regarding sport at this school will be made on sound educational reasoning.

It is incumbent on the Sports Department to ensure that all MIC's, sports coaches, parents and learners are made aware of the contents of this Guideline, and that, in pursuance thereof, copies of the Guideline are always made available and accessible to all relevant parties.

It is thereafter also binding on the entire Jeppe High School for Boys community to abide by, respect, implement and practice the provisions of this Guideline.

### Jeppe High School for Boys Sport Philosophy

**“To strive for excellence in sport, through participation and performance, while embracing the ethos, traditions and spirit of our school”**



**TURNING BLACK AND WHITE INTO GOLD**

## **2. General Overview:**

Jeppe High School for Boys forms part of a collective group of nine (9) State and Private Boys' Schools that together, structure their sports calendar to compete against each other. The Headmasters Committee and Directors of Sport Committee made up of relevant members of these schools work together in collating an agreed schedule that fits within their respective annual school calendars.

## **3. Some reasons why Boys play sport:**

- To live a healthy lifestyle and to enhance physical development;
- To enjoy, have fun and participate;
- To make friends;
- To build a sense of camaraderie and be part of a team spirit;
- To be taught mental strength, respect and hard work, in order to achieve goals and success;
- To teach boys how to win with dignity and to lose with grace;
- To develop both physically and mentally;
- To participate and be victorious against rivals;
- To serve the school and contribute in every aspect of school life;
- To maintain a balance with regards to academic, sport/culture and social development;
- To be afforded an opportunity to aspire to be the best they can be;
- To enhance and pursue career opportunities in sports;

## **4. Sports offered at Jeppe High School for Boys:**

<b>Terms 1 &amp; 4</b>	<b>Term 2 &amp; 3</b>	<b>Term 3</b>
Aquatics (Swimming and Water Polo)	Rugby	Athletics
Cricket	Hockey	Soccer
Basketball	Cross Country	
Golf	Squash	
Orienteering		
Rowing		
Tennis		

## **5. Cultural activities offered at Jeppe High School for Boys:**

First Aid, Pipe Band, Drama, Photography Club, Debating, Public Speaking, Chess, History Society, Choir, Gaming Society, Wildlife Society, Marimba Band, Music Society.

## **6. Structure of Sports Department:**

- **Director of Sport (Deputy in charge of Sport):** The Deputy Headmaster in charge of Sport or a Director of Sport is appointed to oversee the Administration and Management of the Sport Program at Jeppe High School for Boys;
- **Sport Executive Committee:** Consisting of 4 staff members, appointed by the Headmaster to assist the Director of Sport in directing the sports program;
- **Master in Charge (MIC) of specific Sports:** A Master in Charge of a sport will manage each sport and will be responsible for the day-to-day running of that sport on the ground;
- **Strength & Conditioning Coach:** A fully qualified and certified full time resource appointed and employed by the school to focus on structured training programs to enhance the boys physical, emotional and nutritional requirements and demands across all sports participation at the school;
- **Coaches and Assistant Coaches:** Comprising Educators, staff members as well as outsourced coaches appointed by the school for their experience and/or specific skill. Each team or event (in the case of athletics) will have a coach to coach/manage the team/event. The MIC will be in constant communication with the coach and the boys regarding the specific sport's program.
- **Patrons:** Committees of parents and staff to the specific sports codes that volunteer of their own time to assist in their son's chosen sport/s with inter-alia: fund-raising, catering, hosting, sponsorships, tournaments and tours etc.

## **7. Participation:**

Schools like Jeppe High School for Boys are built on the platform of boys participating to the best of their own ability, even though they may not be the most gifted sportsman, orator or actor. The school expects boys to participate throughout the year in the sport and cultural program of the school;

Jeppe High School for Boys is a school that thrives on the mass participation of all our learners and staff. Boys should embrace the opportunity to try out for sport and cultural activities that they do not specialise in, or that they are not familiar with as this will further assist in the development of a Jeppe High School for Boys learner into a well-rounded young Jeppe man;

As a grade 8, 9 and 10 learner, boys should be allowed to participate in as many activities as possible and therefore the school should guard against "forcing" boys to specialise in one particular sport to the detriment or sacrifice of any other sports of his choice and interest;

From the latter part of grade 10, a learner can gradually move towards a primary and secondary sport, should he choose to. Nothing should stand in a boy's way of doing a summer and winter sport on equal level;

The school will rely heavily on its MIC's and coaching staff to let common sense prevail in giving boys the opportunity to take part in a sport per season to the best of his ability;

Heads of Grades, with the help of Register Teachers, will keep register of activities that boys are taking part in;

There is an obligation on boys to be involved in the sport and extra mural program of the school for the duration of the year;

## **8. Training days\*:**

Junior training days: Monday and Wednesday

Senior training days: Tuesday and Thursday

### **8.1. Training frequency\*:**

A & B teams: 3 times per week

Lower teams: 2 times per week

**\*(Please refer to updated timetables for various sporting and extra mural activities for detailed times and days)**

## **9. Boy's commitment to a chosen sport:**

If a boy commits himself to a sport in the first term, which is also played in the fourth term of that year, the boy is deemed to have committed himself to both terms and may not request to be excused from his commitment for study purposes.

## **10. School Attendance:**

The Academic program of the school is the primary priority of Jeppe High School for Boys. If a boy does not respect that in terms of attendance and participation, he should not be allowed to take part in a sports fixture;

If a learner is not at school on Friday or the day before a fixture, he may not play for the school the next day;

If a pupil has an appointment of sorts on the day before a fixture, he must make every attempt to attend school for some part of the day, if he wants to play on the Saturday and therefore must inform/serve reasonable notice to his coach, MIC and Director of Sport of the nature of his non-attendance.

## **11. Sport during exams:**

The sports program will continue as normal during examinations where fixtures exist;

Although the academic program is the priority focus of the school, the school values physical exercise as an aid to a successful learner;

The school also wants to teach boys that a good academic learner needs to work hard and consistently throughout the year and should not leave all academic preparations for just before exam time;

That said, coaches are to be sensitive to the needs of their players that might be under intense academic pressure;

It is strongly advised to avoid midweek fixtures during exams.

## **12. Sport Seasons:**

We understand the importance of pre-season training, **HOWEVER**

The precedence of our in-season program should not be compromised and it is the responsibility of the MIC's and coaches, to make sure that the in-season program and schedule takes preference over any pre- season training

### **12.1 Pre-season: (Please refer to attached pre- and in-season calendar)**

Our first teams should have every opportunity to be prepared for their season;

The various other teams should also be well prepared, but may only be allowed up to four weeks to do pre-season training;

Pre-season can only be scheduled after 16:15 on the alternative training day for a group;

Coaches and boys will also be discouraged to have informal games until 16:15 as these games make it difficult for and obstruct mass participation in less "favoured" sports;

**Very important:** If a boy wants to take part in a pre-season program, he is then compelled to participate in that in-season sport.

### **12.2 Third term sports:**

The length of this season is six weeks, which is very short in comparison to other sports. It is also complex mainly because of the following factors:

- Boys participate in both soccer and athletics while soccer season is in progress;
- Pre-season program starts for summer sports;
- The athletics team gets chosen from all boys. The whole system is meant to work in unison in order to make sure that we can select our best athletic team. After a winter and summer season of excitement and big crowds, it is a perfect opportunity to teach our boys, to serve the school in the athletic season:

We should therefore take extra care not to impede either the soccer or athletics program by working together with consideration for all of the above so as to create a 'best fit' scenario.

## **13. Selection:**

- Boys will be selected for teams based on merit;
- Selection needs to be 100% fair, consistent, objective and impartial;
- Coaches should communicate to players if they are going to leave a player out of a team;
- This must be done with honesty and empathy;
- Communication must be of such a nature that the message should not come as a surprise to the boy;
- Coaches should also give any boy that has been dropped, be it altogether or to a lower team, fair reason and explanation together with guidance on how he can improve in order to be considered for selection into any particular team.

#### **14. Selecting “out- of- age- group” in team sports like Cricket, Soccer, Water Polo, Basketball and Hockey:**

- Any Junior Boy must be the best player in his position in the school to be considered for selection for the 1<sup>st</sup> team of the school;
- At all times if doing so, the underlying consideration needs to be one of: “Will the best interest of all boys be considered?”
- The Junior Boy must display sound evidence of mental strength to be able to cope with the emotional pressure of playing in a higher age group and on a first team sport level;
- Careful consideration must also be given to the Senior Boy whose place the Junior Boy may be competing for. If the players are of equal ability, preference should be given to the Senior Boy.

##### **14.1. Age Groups:**

**U/14** Any boy who turns 14 between 1 January and 31 December (both dates included) in the year under consideration;

**U/15** Any boy who turns 15 between 1 January and 31 December (both dates included) in the year under consideration;

**U/16** Any boy who turns 16 between 1 January and 31 December (both dates included) in the year under consideration;

**U/17** Any boy who turns 17 between 1 January and 31 December (both dates included) in the year under consideration;

**U/19** Any boy who turns 19 between 1 January and 31 December (both dates included) in the year under consideration;

##### **TO NOTE:**

Boys who are u/13 should play in the u/14 age group;

Boys must play in their age group, irrespective of their grade in school;

#### **15. Reserves/Squads:**

- If a team needs reserves in case of injury, they may take reserves from the team below only after that player has played a full fixture himself;
- In those sports that choose a squad of players for a match, care must be taken that all players need to play that fixture;
- It is highly recommended that the composition of the squad is such that all players play a minimum of half the allotted time for the game;
- If a player is selected to go on tour and is not part of the first-choice team, he should at least play one third of the total time of all fixtures on tour.

## **16. Sports uniform and kit:**

Available at the Esquires Uniform Shop on campus or at the other two Esquires Shops in Edenvale and Kensington);

Boys practice in black Jeppe shorts and a white Jeppe round neck T-shirt;

A Jeppe tracksuit should be worn when cold;

The official Jeppe cap may also be worn;

It is important to notice that no other white or black garment (provincial clothing, festival or sponsored shirts etc.) should be worn. Parents that offer to sponsor clothing are further encouraged to include some form of monetary donation as part of this sponsorship to help boys that struggle financially that need sports uniforms, kit and/or that want to go on tour;

First teams may have special playing and warm up kit. Care must be taken that the warm up kit adheres to the official colours and branding of Jeppe High School for Boys.

## **17. Travel to sports fixtures:**

Boys traveling to a sports fixture will at all times travel in full school uniform;

If a boy, for some or other reason make use of private transport, that boy should arrive at the venue in full school uniform.

## **18. Coaches:**

Coaches should appreciate and respect that they are first and foremost role models for the boys. Strict adherence to the following is non- negotiable:

### **18.1 Administration and Communication:**

- Ensure that the MIC can communicate with you. Be available on email, WhatsApp and mobile phone;
- Communicate promptly and accurately when needed;
- Adhere to time lines of team lists, bus lists and other important administrative duties.

### **18.2 Appearance:**

- Coaches must be dressed in black and white official Jeppe coaching attire. New coaches should acquire the necessary garments as soon as possible from the school shop;
- For fixtures, coaches must wear the Jeppe staff golf shirt and a chino shorts or longs (or blazer and tie). This can be collected at Mrs Jarvis's office.
- Coaches' appearance must at all times be neat and presentable, befitting a staff member.

### **18.3 Behavior, Conduct & Responsibilities:**

- Coaches must always speak and conduct themselves in a professional, respectful and helpful manner to any school management, fellow staff member, learner, parent, family, member of visiting school, official, or referee
- Coaches' conduct next to the field towards the referee/umpire, their own players and opposition team members should always be of the standard of "gentlemanly conduct";
- Regulations of the sport with regards to technical areas etc. should be adhered to where applicable;
- Arrogance, apathy, intolerance, bad sportsmanship, foul language, racism and side-line banter is strictly forbidden;
- Respect practice schedules;
- Attend all team practices and fixtures;
- In a case of injury: the boy stays your responsibility until you can hand him over to his parents and/or medical staff;

### **19. Medical Care & Emergency/Injury Management:**

The school has a complete qualified first aid team, with senior (Level 3) first aiders on duty every day under the management and guidance of Mr. Green, who is also a qualified and registered ILS Paramedic;

The school is also equipped with a complete set of emergency medical equipment, a sick room situated behind the hall, with beds, suturing and oxygen support facilities;

Jeppe High School for Boys provides first aid care during training sessions and games for Rugby, Hockey, Basketball, Swimming, Athletics and Water polo with First aiders normally stationed during training days from after school to 17:30 at the Roan Room and on the stands beneath the headmaster's deck at the Collard field and a qualified first aider in the Library till 4pm with a fully equipped kit to treat any minor injuries. Mr Green is also contactable via cell phone for further assistance;

Serious cases are treated in consultation with ALS Paramedics and Emergency Care Practitioners at the Netcare Faculty of Emergency and Critical care;

In the case of a serious injury, the coach should first notify Mr. Green and then the boy's parents/guardians as soon as possible. It is the responsibility of the coach to see that the boy gets referred to the proper medical treatment if his parents are not available;

Mr Green will manage and assess any/all serious injury requiring more advanced assessment and treatment, or injury that may require the boy going to hospital such as serious stitches that cannot be done at the school, concussion, broken bones, unconsciousness etc. (Mr Green will be responsible for ambulance service should the boy need an ambulance);

If the boy is being sent to hospital, and parents are not available then it is the responsibility of the coach to either take him by car (if permitted) or accompany him if going by ambulance, to Bedford Gardens Hospital or any other Life hospital;

In case of a traumatic injury, where the boy needs urgent medical attention and he is not covered by his parent's medical aid policy, the boy is covered by the school's medical emergency policy. The coach should take a copy of the policy procedural forms with to the hospital. The forms should be completed by the relevant hospital officials and the completed forms should be brought back to Mrs. Jarvis by the coach.

## **20. Discipline- (applies to learners and coaches):**

The Sport Disciplinary Committee will hear foul play and gross disciplinary transgressions.

The disciplinary committee shall consist of the (Headmaster), Director of Sport, MIC of the respective sport and the coach of the learner (where applicable);

The committee will decide upon an appropriate sanction based on facts, factors and evidence lead;

Any appeal against the sanction may be made to the Director of Sport within three days of the decision being made;

Where necessary such appeal may also be referred to the Headmaster.

## **21. Pledge:**

All learners, staff, coaches, parents/guardians, patrons and community members of Jeppe High School for Boys acknowledge their responsibility with regard to the school and its educational objectives and undertake to:

- Support the school in all its efforts to build an educational institution of academic, cultural and sporting excellence;
- As far as possible and through leading by example, instill through their own actions, a sense of Loyalty, Pride and Respect for Jeppe High School for Boys;
- Practice good sportsmanship and refrain from “coaching” their child or any other learner from the side-lines; interfering with or questioning the decisions made by officials, umpires or referees; engaging in banter, negative comments or arguments with parents, coaches, staff, educators, learners and any visitors from either Jeppe High School for Boys or other visiting participating schools or organisation;
- Understand, accept and agree that the full contents, terms and conditions of the Jeppe High School for Boys General Code of Conduct is binding to this Guideline of Acceptable Practice Document