

Christ the Teacher Catholic Schools

ADMINISTRATIVE PROCEDURES

	200 – INSTRUCTIONAL PROGRAMS &	CODE:	AP 215
SECTION:	MATERIALS		
PROCEDURE:	PHYSICAL EDUCATION PROGRAM: SAFETY GUIDELINES		

BACKGROUND

The Division is committed to maintaining a safe environment for all students and staff. Physical activity contributes to students' physical, academic and social wellbeing and thus is an important part of the educational program. The physical education program is deemed to include those physical activities, developmental games and sports that occur in instructional time during the school day. The Division recognizes that no activity is entirely risk-free. The potential benefits and risks of a particular activity must be weighed to determine the appropriateness of the activity.

The Director or designate will prescribe practices and procedures to ensure reasonable standards of care for the safety of students during physical activities, developmental games and sports undertaken within the physical education program.

PROCEDURES

1. Safety Guidelines

- 1.1 The Assistant Director shall be responsible for the development of safety guidelines to be applied within the physical education program.
- 1.2 The safety guidelines suggested in the Division's Physical Activity Safety Handbook shall apply to all physical activities, developmental games and sports that occur in instructional time during the school day.
- 1.3 Principals are to ensure that their teachers and supervisors use the Christ the Teacher Catholic Schools Physical Activity Safety Handbook as a guide to reduce the risk of injury during physical activities. It must be stressed that these guidelines are never to replace common sense.
- 1.4 Teachers are encouraged to consider instructional alternatives to reduce risk in all physical activities. The potential benefits to students of a particular activity are to outweigh the potential risks.
- 1.5 Any sport that is deemed high risk in the Division's Physical Activity Safety Handbook shall not be implemented in a school without the prior authorization of the Director.
- 1.6 Sports and physical activities which are not recommended for in-class activity or physical activities not included in the Division's Physical Activity Safety Handbook shall require the prior approval of the Director and shall require parental consent for student participation.

2. Equipment Safety

2.1 Teachers shall require students to wear safety and protective equipment as indicated in the Division's Christ the Teacher Catholic Schools Physical Activity Safety Handbook.

2.1.1 As recommended students shall wear helmets for:

- 2.1.1.1 Broomball;
- 2.1.1.2 Cycling;
- 2.1.1.3 Football (tackle);
- 2.1.1.4 Ice hockey;
- 2.1.1.5 Lacrosse (extracurricular);
- 2.1.1.6 Shinny - on ice;
- 2.1.1.7 Skating;
- 2.1.1.8 Slowpitch;
- 2.1.1.9 Softball;

2.1.2 As recommended students shall wear protective eyewear for:

- 2.1.2.1 Badminton - doubles in grades nine to twelve;
- 2.1.2.2 Handball;
- 2.1.2.3 Paddle ball;
- 2.1.2.4 Racquetball;
- 2.1.2.5 Squash.

2.2 The Principal shall have general responsibility for ensuring satisfactory conditions of playground, gymnasium and personal protective equipment.

2.3 The school caretaker will respond directly and expeditiously to requests made by or on behalf of the Principal to address safety concerns.

2.4 The Principal shall ensure that a supply of first aid materials is available in the school.

3. Instruction

3.1 Teachers shall provide appropriate instruction regarding safety procedures and precautions related to specific physical activities, developmental games and sports.

3.2 Teachers shall provide instructional activities which are appropriate to the skill and developmental level of the students and shall be guided by Division safety guidelines, and specific approved activity/sport manuals.

4. Supervision

- 4.1 Supervision shall be provided that is appropriate to the risk level of the activity, the participants' skill level, and the participants' age and maturity.
- 4.2 All third-party instructors/supervisors shall be qualified and a teacher shall be present and in charge at all times unless the individual has been approved by the Principal.
- 4.3 Students shall not be the sole supervisors of any physical activity in the physical education program.
- 4.4 The Principal shall maintain current medical information on file for all students. These records are to be kept in a location that is easily accessible to appropriate personnel.
- 4.5 A copy of all accident reports shall be kept on file in the school's administration office and one copy is to be forwarded to the Division Office.
- 4.6 Procedures cited in Administrative Procedure 313 – Accidents to Students shall apply to emergencies and accidents.
- 4.7 The Division encourages all staff to have first aid and CPR training. The Division will cover the cost of first aid/CPR course tuition and materials for all employees.

5. Clothing and Footwear

- 5.1 Teachers shall be guided by recommendations and requirements for appropriate clothing, footwear, sun protection and jewelry as indicated in the Division's Physical Activity Safety Handbook.

Reference: Sections 85,108, 109, 188 Education Act
Saskatchewan Physical Education Safety Guidelines

Date Issued: November 21, 2007