



Prep School Sports Parent Handbook

Introduction

This handbook provides direction and guidance for parents at King's Ely Prep. It outlines our vision and expectations for all sporting activities.

Contents

Page 2 – King's Ely Prep Sport/Mindset and Values

Page 3 – Mindset and Values

Page 4 – Physical Education Programme/Games Programme

Page 5 – Equipment and Fixtures

Page 6 – Sports Clubs/Team Selection

Page 7 – School Sports Logins/Fixture Cancellation

Page 8 – Requested Absence from Sport/Fixture Conduct/Spectator Conduct

Page 9 – Photo Consent at Fixtures/Transport for Sport

Page 10 – Sports Scholarships/Sports Contacts



King's Ely Prep Sport

Sport is a valuable tool for learning a wide range of skills; physical, social and emotional. At King's Ely the vision is to create opportunities for all pupils to participate in a wide range of sports encouraging a life-long love of sport. Through exercise and activity pupils can be encouraged to become physically confident and understand how to lead a healthy active lifestyle.

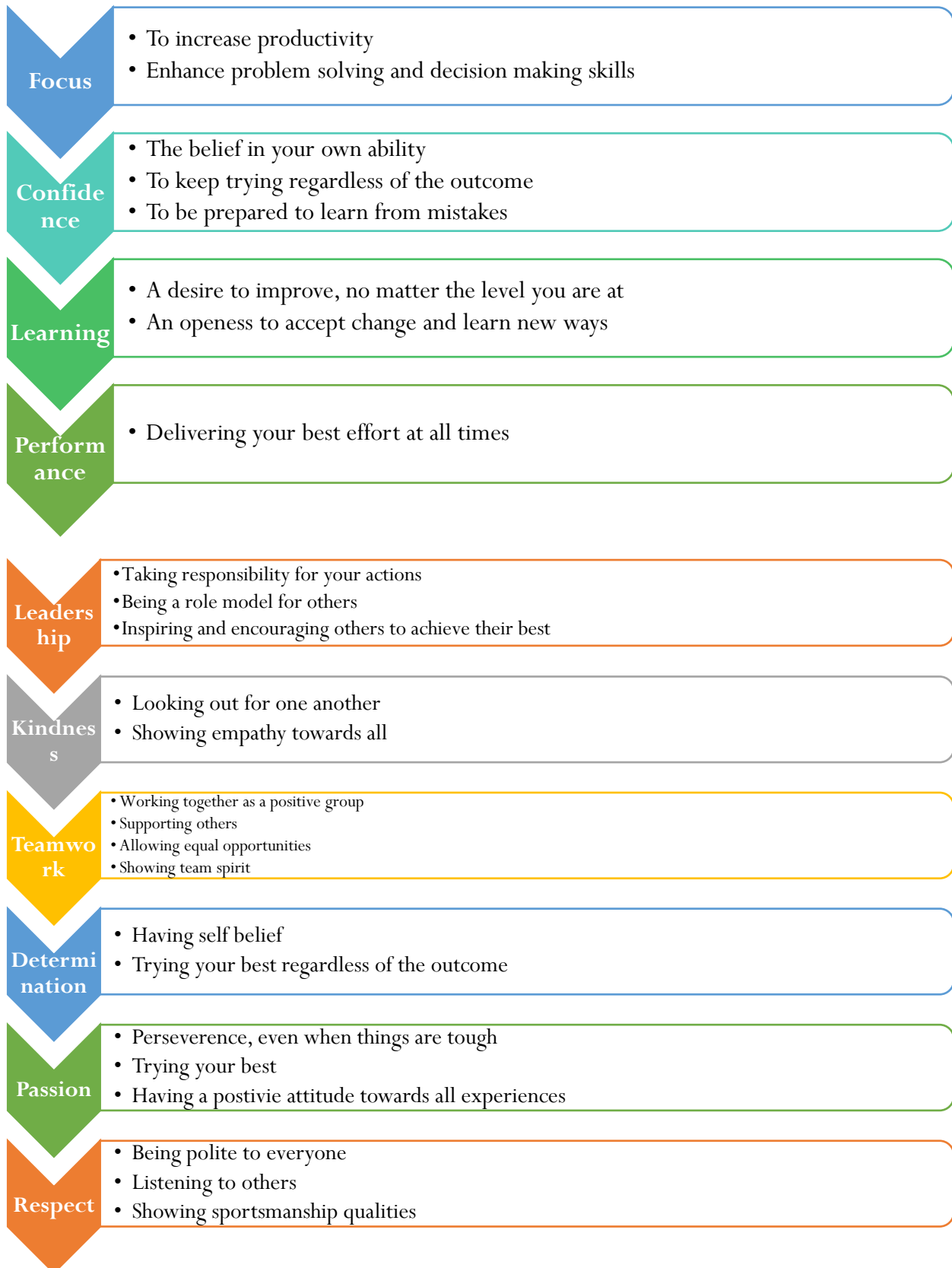
A varied programme of lessons and fixtures gives each pupil the chance to enhance their teamwork, decision making and knowledge. The opportunity for pupils to participate in competitions will build through their time at King's Ely Prep. Starting with intraschool festivals and House matches through to interschool matches and regional tournaments. All pupils will have the opportunity to represent their House during matches, and many will go on to represent the school as well. Through this range of fixtures pupils can develop pride, passion and competitiveness, alongside instilling fairness and respect which are vital skills to have throughout life. All pupils are expected to show a high level of sportsmanship, during training and when competing.

The aim is for all pupils, in all year groups, to have positive experiences of sport and activity, providing opportunities to play with friends and creating lifelong memories along the way. Pupils can learn to appreciate that they are all unique and all have different strengths, all which should be embraced and celebrated within school. Through their time in King's Ely Prep pupils should develop a positive sense of self, well-being and confidence.



Mindset and Values

Our mindful approach and values in sport encourage pupils to participate positively at all levels, with learning not just focussed on results but the development of a wider skills set.



Physical Education Programme

There is a comprehensive Physical Education curriculum in place at King's Ely Prep. Within this pupils have the opportunity to participate in a range of different sports and activities to develop their learning. The activities for KS2 include Dance, Gymnastics, Athletics, Swimming, Girls' Football, Boys' Hockey and Tennis. In KS3 additional activities such as Badminton and Girl's Rugby are taught.

Games Programme

At King's Ely Prep pupils all have the opportunity to participate in the major game of each term. This is delivered during their two Games sessions each week. There is a regular fixture programme in place established by the Heads of Sport, aiming to enable many different pupils to have the opportunity to represent the school. Alongside the major games, fixtures and competitions take place in Swimming, Athletics, Rowing and Cross Country.

Training for the Games activities takes place in a variety of different locations, both on the King's Ely site or within the local town. The Year 8 Rowers will walk to the river for aspects of their training, Hockey teams will use both King's Astro and the Ely City Hockey Club Astro (this may be for both matches and training) and so pupils are regularly transported around Ely in minibuses or on foot within their Games sessions.

Alongside the Games programme there are some Prep aged pupils who have been identified as being appropriate pupils to work in an Athletic Development group, rather than participating in the team games sessions. This is for pupils who have been identified by staff as those who will benefit from more tailored support with their Games participation. They will work on a range of fundamental motor skills, developing their confidence in a small and supportive environment. The overall aim for this group is to give the pupils the skills and confidence to reintegrate into the major game of the term and to enjoy an active lifestyle for the longer term.

Main Games Activities Year 3 through to 7

- **Michaelmas Term:** Girls' Hockey and Boys' Rugby
- **Lent Term:** Girls' Netball and Boys' Football.
- **Summer Term:** Boys' and Girls' Cricket, with Tennis as an option for Girls' and Boys' in year 7 and 8.

Main Games Activities Year 8

- **Rowing:** Year 8 pupils have the opportunity to choose Rowing, initially for a maximum of one term during the year.
- **Michaelmas Term:** Girls' Hockey and Boys' Rugby
- **Lent Term:** Girls' Netball and Boys' Football.
- **Summer Term:** Cricket for Boys' and Girls' (all year groups), with Tennis as an option for Girls' and Boys' in year 7 and 8.

Equipment

Pupils are expected to wear the King's Ely sports clothing for their PE and Games lessons. They are expected to have this with them for all their timetabled lessons and clubs which they attend. If pupils forget any item of clothing more than twice a term then they will be issued a lunchtime detention. We encourage all our pupils to be active as much as possible and this is heavily impacted if they do not have the correct clothing or equipment with them at school. We seek to develop their sense of personal responsibility by encouraging them to manage their kit well.

It is essential that all jewellery is removed prior to any Sports activities. This is for the safety of the pupils. While it is possible to tape earrings in some sports, in Netball the guidance is very clear that no earrings may be worn – even if taped. Pupils are also expected to have long (collar length or longer) hair tied up and off the face. If it is not possible to tie the hair up please ensure that clips are used to keep hair off the face. Additionally, for netball, nails need to be trimmed appropriately to avoid any possibility of injury.

It is essential that all pupils have their own personal protective equipment for some of the sports being taught at King's Ely Prep. This equipment will ensure that all pupils can participate safely in their lessons. Pupils will not be able to participate in activities without the required equipment. All pupils are required to have a mouthguard for Hockey and Rugby. Shin pads are essential for Hockey and Football. In the summer a personal cricket "box" is needed by all cricketers. Pupils may choose to wear protective headgear and shoulder pads for rugby – Year 3 to 8. All equipment must be clearly labelled and we encourage the pupils to see it is their responsibility to ensure they have the correct equipment for every lesson.

Fixtures

We are proud of our ability to give the majority of pupils the opportunity to represent King's Ely Prep against other schools. In arranging fixtures we have to allow for the fact that some schools do not have a similar number of pupils to provide opposition all our pupils, but our aim is always to give as many pupils as possible the opportunity to play competitive sport.

The majority of fixtures will take place during the school week on Wednesday afternoon, however, there may be occasional exceptions to this with other days, including Saturdays, being scheduled. The Almanack will have the dates of all fixtures in and it is important to check this as availability for matches is expected if a pupil is selected. www.kingselysport.org is the location of our central system where parents can check on their child's selection for a fixture and see details relevant to a scheduled match. Parents are always very welcome to watch school matches and to stay for a cup of tea afterwards in the Monastic Barn.

Parents watching away matches are welcome to collect their son/daughter directly from the fixture. Please do ensure that this is always communicated with the team coach or the Prep School Director of Sport. Upon collection at the fixture, please ensure that you inform the coach prior to leaving so they are aware the pupil has left with a parent and our registers can remain accurate.

Sports Clubs

There are a wide variety of different sports clubs on offer during the school week. These include skills practices at lunchtime, pre-season sports and for some year groups practices for the major game of the term. For pupils who are keen to represent the school in either the A or B team, we expect them to attend the team practices so they can continue to develop their skills and their teamwork during those times. Where individual circumstances may mean that for an individual attendance at squad is challenging, parents are asked to liaise with the Prep School Director of Sport.

Team Selection

Team selection is not a decision made lightly by the staff taking teams. Commitment and attitude of pupils has an impact on the decisions being made alongside a pupil's skill and ability. We encourage pupils to attend extra training sessions when they are on offer, especially those pupils whose ambition is to represent the school and A and B level. Team selection is never set in stone, pupils can move between different teams through the season to allow others the opportunity to play – rewarding progress made when it is appropriate.

While we understand that there are exceptional circumstances, children who are picked to play for a school team are expected to be available to play. We cannot expect those who willingly represent the school with pride to be disadvantaged by teammates pulling out at short notice for reasons other than illness or injury. If you need to request, on the grounds of exceptional circumstances, that your child is not selected for a fixture, please email the Prep School Director of Sport. All pupils should be aware that when another pupil takes his or her place in a team, the replacement player will want to seize their opportunity to prove valuable to the team!



School Sports Login

Throughout each term, King's Ely will share updates and information about sport via the King's Ely Sports Portal alongside social media including King's Ely Sport twitter account. The King's Ely sport portal can be accessed here: www.kingselysport.org.

The website will allow you to navigate to our Sports Calendar via the main menu, where you can select the date and all the fixtures being played on that date. Once there, click the 'details' link. This link will show the time, team, opposition, venue, details including return time and the team selected via the blue person item.

If you want to see fixtures or results for a particular team then you can navigate from the side bar to 'Team's Fixtures and Results', then select the particular sport and team name e.g., 'Girls U11A'. From any 'Team's Fixtures & Results' listings you can also download the entire fixture list to your personal calendar on your PC or mobile device (such as an iPhone or iPad). Any changes we make to our fixtures will be synchronised with your personal calendar whenever you connect your PC or mobile device to the Internet once you have synced your calendar in the way described.

All team sheets for matches should be uploaded onto the website 48hrs before the fixture takes place. There are occasions when this cannot happen but please email your child's coach or the Prep School Director of Sport if there appears to be anything missing.



Fixture Cancellation

While every attempt is made to ensure all fixtures run there may be the need to cancel sporting fixtures, both home or away, at short notice. This will be relayed as soon as possible via www.kingselysport.org or an iSAMS message. Alternative arrangements will be made in order to ensure a meaningful practice session takes place in the event of a cancellation. Understandably, extreme weather events may reduce our capacity to offer sport as intended and so there are some instances when our schedule will be adapted and reduced.

Requested Absence from Sport

If a pupil is ill, injured or expecting to miss part of a scheduled Games session then it is the responsibility of the parents to use the 'My School Portal' to request for the pupil to be Off Games. This can be accessed via the **King's Ely website > Menu (top left) > School Portals > My School Portal**. This system automatically informs tutor, HsM, Director of Sport and Deputy Head Co-Curriculum who will grant permission for the absence.

No pupil should turn up to an Off Games session without the proper procedure being followed. Notes for boarders are issued by the Medical Centre Staff or Boarding staff. If in the course of the day a child visits the medical centre, an Off Games note may be issued at the discretion of the medical staff.

Sports Fixture Conduct

Naturally, our sports teams are prepared to try to win. It gives us great pride when we are victorious against other schools which are trying equally as hard to beat us. However, we do not sanction a "win at all costs" mentality, reflected in our Sporting Mindset and Values. The spirit in which our pupils play is of paramount importance to us, respect and determination are vital when playing competitively. We want our children to play with a competitive attitude but their conduct must reflect well on themselves and the school.

- Pupils must uphold the values of sport.
- Correct King's school kit should be worn, and pupils must be punctual.

- Co-operate with your coach, team-mates, and opponents. Players should accept all decisions from coaches and captains.
- The use of bad language, regardless of who it is directed to will be sanctioned accordingly.
- Accept without question all referees' decisions. Any negative response towards an official's ruling is unacceptable. without them there would be no game!
- Be dignified in victory and defeat.
- Communicate with your coach and parents; tell them if you have a problem, worry or concern.

Spectator Conduct

All parents/guardians are welcome and encouraged to support school sport at King's. At any fixture, home or away, those playing and those supporting King's Ely are asked to be mindful of the following:

- The referee's decision is final and not to be questioned. Without him or her, the game could not be played.
- Inappropriate displays of support that are designed to undermine and intimidate the opposition are not acceptable.
- Respect for players and officials creates a positive experience for all involved.
- Parents are there to support their team and not to coach the team, please respect this boundary.
- Appreciate both sides and the effort they put into the match.
- Recognise that success is measured by the quality of learning, not just the result.

Photo Consent at Fixtures

Under King's Ely Terms & Conditions, parents who accept a place for their child, agree to the school using anonymous photographs of their child for promotional, display or communication purposes, unless they express, in writing, to the contrary. For safeguarding reasons parents are requested to only take/record images of their own children if they attend a fixture.

Transport for Sport

From Year 3 onwards in King's Ely Prep, Wednesday afternoon games sessions and some lessons at other times in the week (swimming or use of Ely Astro), will involve greater travel. We use buses and coaches to travel to fixtures or to offer transport around Ely. These journeys are scheduled without specific permission forms being sent to parents in advance. Parents should be aware that during sport sessions, there are journeys made by bus or coach to enable their child's participation in the full range of activities and fixtures on offer.

Both transport to training sessions and to fixtures is provided in line with King's Ely policies. This may include both coach and minibus transport. All minibus drivers have been cleared to drive according to their licence and permissions within King's Ely. Coach companies are fully checked to ensure the highest of services are provided for King's Ely pupils.

The timings for fixtures can all be found on www.kingselysport.org which will show the meeting time for pupils and also the estimated collection/return time. Please do recognise that while we work to ensure an on time return, unfortunately we are not always in control of the leaving time or traffic. If a group is due to be later than expected then every effort will be made to communicate this with parents through an iSAMS message. There will be staff supervision of pupils upon return until the final pupil has been collected by a parent.



Match Teas and Catering

For the majority of midweek and weekend fixtures we do provide match tea within the Monastic Barn or packed take away lunch/tea. We expect that if we are hosting opposition in the Monastic Barn that all members of the team attend match tea. If for some reason this is not possible for your child, please may this be communicated well in advance. Match teas are an integral part of the fixture programme and allow our students to develop their social skills and to learn how to reflect as a team on their performance. Manners, mutual respect and warm hospitality for visiting players will always be expected.

We welcome parents and guardians to join us in the Monastic Barn for refreshments after matches. When available, the Tuck Truck will be around for tea and coffee during matches for all parents, guardians, and visitors to enjoy.

Sport Scholarships

Sport Scholarships are available at 13+ with details on how to apply available on the school website in the Admissions area.

Sports Contacts

Prep School Director of Sport: **Ruth McAlinden** (ruthmcalinden@kingsely.org)

Rugby: **Michael Batty** (michaelbatty@kingsely.org)

Hockey: **Chanre Bond** (chanrebond@kingsely.org)

Football: **Kevin Daniel** (kevindaniel@kingsely.org)

Netball: **Rebecca Bradshaw** (rebeccabradshaw@kingsely.org)

Boys Cricket: **Harrison Palmer** (harrisonpalmer@kingsely.org)

Girls Cricket: **Josh Jordan** (joshuajordan@kingsely.org)

Rowing: **Craig Ward** (craigward@kingsely.org)

Swimming: swimming@kingsely.org

Sports Co-Ordinator: **Molly Armstrong** (sport@kingsely.org)



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