



Christian Brothers College

**Extra-Curricular and Co-Curricular
Policy**

28 June 2023

Extra-Curricular and Co-Curricular Activities Policy

Introductory Statement

CBC strives to provide a holistic approach to the provision of education. An important element in a comprehensive curriculum is the provision of a wide range of extra- and co-curricular activities, including sporting, artistic, musical, cultural, literary, social, leisure and spiritual activities. This policy updates and replaces the Extra-Curricular and Co-Curricular Policy of 2020.

Scope

The curriculum of a school comprises all the opportunities for learning provided by a school. For the purposes of clarity, however, this policy will only deal with the extra-curricular activities and co-curricular activities. The School Tours Policy deals specifically with school tours. The formal programme of lessons is dealt with under the Curriculum and Assessment Policy and the subject department plans. The climate of relationships, attitudes and values established by the school community are to be found in the College's Mission Statement and Guiding Principles, the ERST Charter, and are also demonstrated in the College's policies on student support such as the Guidance Plan and the Code of Positive Behaviour. This policy applies to all members of the staff of the College involved in extra- and co-curricular activities. It is applicable to the students participating in the activity and to their parents/guardians. It is applicable to both the Preparatory and Secondary schools.

Goals

1. To ensure consistent approaches to the planning and implementation of extra- and co-curricular activities in the school.
2. To provide the school community with a clear understanding of the role of extra- and co-curricular activities in the school.
3. To enable students to take full advantage of extra- and co-curricular activities with a view to achieving a rounded education.
4. To enable students to experience a broad and balanced education which encourages them to fulfil their potential in the many different areas relevant to their abilities, skills and interests.
5. To enable students to gain maximum educational benefit and enjoyment from all extra- and co-curricular activities, tours and outings.
6. To encourage parents to take an interest in and share responsibility for their sons' overall development through support of the school's extra- and co-curricular activities.
7. To provide teachers and other staff members with assurance and guidelines to help them with what is effectively voluntary work for the benefit of the students and the whole school community.
8. To appreciate human achievement in the creative and expressive arts, science, technology, humanities and physical pursuits, and to experience a sense of personal achievement in these areas.

Policy Content

Section A The College's Approach to Extra-Curricular and Co-Curricular Activities

1. Extra-curricular activities are those activities that do not fall within the scope of the regular school curriculum. Co-curricular activities are those activities that are outside of but complement the regular curriculum.
2. Teachers supported by non-teaching staff will ensure due regard for the health and safety of students when taking children out of the school. To this end, the College will:
 - a. set levels for supervisor/student ratios. These levels will vary according to the activity being undertaken, its duration, and the ages to the students taking part.
 - b. provide teachers and non-teaching staff with such equipment as mobile phones, First-Aid kits, and emergency contact details.
 - c. make First Aid and safety courses available to staff members as appropriate.
3. The College's Code of Positive Behaviour applies to extra-curricular and co-curricular activities, as the students are representatives of the school at such activities.
During extra-curricular and co-curricular activities students must:
 - a. wear their full school uniform unless instructed otherwise.
 - b. not smoke, vape or consume alcohol or use any banned substances.
 - c. not travel to venues by independent means such as driving their own cars.
 - d. comply with all instructions of bus drivers and other outside authorities with responsibility for extra- and co-curricular activities, such as instructors or guides.
 - e. not leave the tour group, for any reason, without permission.
 - f. strictly adhere to any safety and health precautions associated with a particular activity.
 - g. agree to take a prescribed action, such as waiting at a particular location or contacting a teacher by phone, if a student becomes separated from a group.
 - h. show the utmost respect to the public, extra- and co-curricular activities organisers, and to the property of others when engaging in extra- and co-curricular activities.
 - i. remain in assigned accommodation and rooms during overnight, or longer, trips.
4. Arrangements for all day trips such as field trips, theatre or cinema visits, etc. are outlined in the College's School Tours Policy.
5. Arrangements for overnight school tours, including financial aspects of tours, are outlined in the College's School Tours Policy.
6. Given that extra-curricular activities often take place outside of school hours or/and school premises, the College will put in place:
 - a. Public liability insurance.
 - b. Employer's liability insurance.
 - c. Group personal accident insurance.
 - d. Travel insurance if the activity involves overseas travel.

The above insurance requirements apply to all extra- and co-curricular activities. In addition to these, this policy mandates that the school verifies that the hosts of off campus extra- or co-curricular activities have adequate insurance, along with any company or individual transporting groups to and from such activities. All external parties must be Garda vetted and have completed the relevant child safeguarding course.

7. The following transportation issues apply in extra-curricular and co-curricular activities:
 - a. Transport supplied must be suitable and well maintained, with teachers having the right to refuse any vehicle that they deem unsuitable for the outing in favour of a suitable replacement vehicle or a refund.
 - b. The driver must have a full knowledge of and follow the itinerary and timetable for the activity, subject to changes by the teachers.
 - c. The driver is responsible for the safety of the students while travelling, but teachers have the right to intervene in cases where they feel that student safety is being compromised.
 - d. Organisers of extra-curricular and co-curricular activities will ensure that students leave vehicles in the same condition of tidiness as they were found.

8. In all extra- and co-curricular activities care will be exercised in each of the following:
 - a. the nature of the activity chosen.
 - b. the venue.
 - c. the means of transportation.
 - d. the demands on the physical resources of the pupils, having regard to their age and capacity.
 - e. the risks to which pupils may be exposed.
 - f. supervision.

Section B Types of Extra-Curricular and Co-Curricular Activities (Secondary School)

1. Philosophy of Sport in Christian Brothers College

The purpose of sport in the College is to provide:

- meaningful game time to each player in whatever sport the student plays.
- an understanding of perseverance, challenge, commitment and sacrifice.
- an understanding of the need to look after each other.
- resilience.
- enjoyment.
- a respectful relationship between players, coaches, referees and parents.

Sport, therefore, facilitates our students with an environment where they can develop by challenging themselves and pushing themselves outside their comfort zones, the area where most growth occurs.

- a. Rugby is the traditional field game in CBC.

Eligibility to play in the various competitions is determined by the student's year of birth as opposed to their school year.

 - i. In First Year, all pupils are introduced to Rugby during timetabled PE classes. From this group, those who wish to play more rugby join the Under 13/14 group. The emphasis at this level is very much participation and enjoyment while learning the structure of the game.
 - ii. In Second Year, the emphasis is more on skill and development while maintaining the level of enjoyment and participation. Students in this age group compete in the McCarthy Cup.
 - iii. In Third Year, the emphasis is on developing individual players' skills, with a view to building a complete team for competition. Fitness, discipline, decision making, individual skills and an ability to prepare for and take part in cup competition are developed at this age level. This group is used in such a way as to allow each player his chance to develop his ability to compete for a place on the first or second team for the cup competitions. Students in this age group compete in the Kidney Cup (Junior B).
 - iv. Fourth Year boys play in the Under-16 group. There are two teams at this level Under-16A and B. The Under-16 competition for the Bowen Shield (Senior B) is a league followed by a knock-out section. The Bowen Shield finishes before Christmas and the Under-16B team play in the Under-16 league after Christmas.
 - v. The Senior group within the school is made up of Fifth Year and Sixth Year pupils. The emphasis at this level is on commitment and discipline in relation to training and playing. There are two competitions at senior level – the Munster Senior Schools Cup and the Barry Cup. These cups provide a focus for the year's activities. Players from this squad may be selected to represent CBC on the Munster Schools or Irish Schools team.
- b. The College fields hurling teams at U14, U15, U16 and Senior (U19) level. All training takes place either prior to or after school in the gym or Collins Barracks. U14 hurlers play

in the Cork Colleges 'A' U14 Championship and the Rice Cup along with several blitzes throughout the season. The U15 team participate in the Corn Aodh Uí Dhúda, the Munster A competition. The U16 play in the Cork Colleges 'A' U16 Championship while the U16.5 team play in the Munster Dean Ryan Cup. Senior Hurlers enter both the Harty Cup (Munster A Championship) and O'Callaghan Cup (Cork Colleges 'A' U19 Championship).

- c. The College also provides a range of additional sports that cater for a wide range of student interests, subject to demand.
 - d. Guidelines for Sporting Events.
 - i. Each coach is responsible for taking a properly equipped first-aid kit to his/her match. If a minor accident occurs the coaching staff will treat it on the spot. Anything deemed a major or potentially threatening injury is directly referred to a doctor. In the event of a serious accident an ambulance will be called. Any accident deemed to be of a serious nature is recorded on an accident report form. Coaches will appraise students of the necessary safety equipment for each respective sport.
 - ii. The College organises transport to and from away matches, using a recognised coach company. In the case of local venues, parents may provide transport.
 - iii. When an away match is organised during school hours two coaches will travel with a team. The needs of the students on campus must receive priority when organising such matches. Most matches will be organised to take place on Wednesday afternoons to minimise disruption to the timetable.
2. The College recognises the importance of the arts.
- a. Students in CBC are encouraged and invited to join the Choir and the Orchestra. Students can connect and engage with all year groups, thus allowing them to develop a unique and enriching creative aspect that may not otherwise be available to them. This enables them to develop valuable social skills and older students can act as role models. Public performances both in and outside of school, enhance and promote connection, resilience, respect and self-confidence. Our annual TY Open Night, Awards Night, First Year Mass, Graduation Mass, Open Night and annual Crib unveiling give students the opportunity to display their talent.
 - b. An annual Christmas concert takes place in December of each year involving students of the Preparatory School.
 - c. Transition Year students produce a play annually.
3. The College has an active Debating Society. Each year students enter a range of local, national and international competitions at both junior and senior level. The main event in Debating takes place in the last term with the Gold Medal Debate.
4. An annual Awards Ceremony takes place in November. This ceremony recognises achievements in academic and non-academic pursuits. Among the extra- and co-curricular activities recognised are the arts, faith development, rugby, sailing, charity, drama, literacy and social justice. The Br. Reynolds Award is presented to the Student of the Year.
5. Religious and Spiritual Activities
- A Mass is held in the College for each year group during the school year. There is a Mass for all new First Year students and their parents and families at the beginning of the school year. The Graduation Mass takes place in May for all the Sixth Year students and their parents and families. Confessions may also be held during the year. The College Prayer Room is available for religious events. A comprehensive outline of religious and spiritual activities in the College are outlined in the College's Religious Education.
6. Social Justice and Development
- a. The Charitable Activities Committee comprises staff and students who undertake and co-ordinate fundraising activities in the school for various charities.

- b. The College is actively involved with the Christian Brothers' Zambia Immersion Project. This takes place every two years. Several staff are selected by the Board of Management to organise fundraising and to accompany a group of students to Zambia in June to experience life among Zambian people.
- 7. The Guidance Department:
 - a. Organises careers trips which take place during the year.
 - b. Arranges for guest speakers to speak to the students.
 - c. Organises a careers exhibition every second year in coordination with the Parents Council.
- 8. Youth Leadership
 - a. Fourth Year students submit Meitheal Team application forms each year. The applicants are subsequently interviewed by the SCALA Youth Ministry Team. Ten applicants are chosen for the team, and they begin their work at the start of Fifth Year. The Meitheal Team works throughout the year to support First Year students and engages in a range of activities in the wider school community. It organises a buddy system and a monthly event (quizzes, games, soccer matches etc.) for the First Years aimed at helping them settle in and make friendships throughout their class groups. The Meitheal Team may also attend school funerals on behalf of the student body.
 - b. The College also has students involved in the Misneach Event Management Team. Students in Transition Year can apply for a place on the team and are chosen following an interview process. Members of the team run and manage school events throughout the academic year.
- 9. Environmental Awareness
 - a. The Green Schools Committee is a student run committee that meets on a regular basis to discuss the school's approach to conservation and environmental preservation. Committee members plan and implement intervention measures relating to waste reduction and water conservation. They also meet with students from other schools to engage in clean-up efforts and environmental justice campaigns. Student voice and student leadership development are the primary focuses of this committee. Students can socialise with like-minded individuals to implement change on a whole school level.
 - b. First Years can partake in the Garden Club at lunchtime, where they learn skills about how to live and work in a sustainable environment promoting a healthy and happy earth, while increasing their wellbeing. Two Transition Year students are appointed as the Garden Club Co-ordinators and take the boys out planting throughout the year. The students have opportunities to take part several projects from September to May. The students enjoy being outdoors, helping the environment while also making the schools grounds colourful in the process. They also get to plant many native trees in Lansdowne, donated by 'Trees on Land' a cross border initiative working to establish young native trees across the country.
- 10. Lunchtime Clubs

Several clubs operate in the College, both during lunchtimes and after school. These include Chess Club, An Club Gaeilge, Art Club, the LEGO Robotics, Book Club, Computer Club, Orchestra and Film Club. The College is supportive of the formation of any club that may be of benefit to the students and will facilitate the running of the club(s) is as much as is practicable.
- 11. Work Experience

Work experience is an integral part of the Transition Year students' educational programme. Its purpose is to introduce the student to the work environment under the remote direction and supervision of the school. A relevant and well-structured work experience provides an opportunity for students to reflect on their own development, to explore career options and to interact with individuals who are engaged in a variety of disciplines in the workplace. Students in Transition Year in CBC have two weeks' work experience. These weeks are normally consecutive.

The TY Coordinator keeps a record of all placements and with the help of the Teacher Buddy system, there is a follow up call made to all employers. All TY students are encouraged to keep a diary of their work placement and this ties in with the Careers classes. Through work experience the student will learn about:

- a. The benefits of work experience
- b. specific careers
- c. the workplace in general
- d. work related issues such as safety
- e. the impact of technology, importance of customers, placing of orders, service and delivery, workplace relations, supervision and control, workplace etiquette etc.
- f. developing a sense of responsibility and an appropriate work attitude
- g. their own attributes, strengths and weaknesses.

An evaluation takes place at the end of the placement.

Section B Types of Extra-Curricular and Co-Curricular Activities (Preparatory School)

1. Philosophy of Sport in Christian Brothers College Preparatory School

The purpose of sport in the Preparatory School is to provide:

- meaningful game time to each player in whatever sport the student plays.
- an understanding of perseverance, challenge, commitment and sacrifice.
- an understanding of the need to look after each other.
- resilience.
- enjoyment.
- a respectful relationship between players, coaches, referees and parents.

Sport, therefore, facilitates our students with an environment where they can develop by challenging themselves and pushing themselves outside their comfort zones, the area where most growth occurs.

a. Rugby is the traditional field game in CBC Preparatory School.

All boys in the Preparatory School take part in rugby sessions on Friday during the school day. Students from Transition Year coach these sessions with emphasis on participation and enjoyment for all classes.

Boys from 3rd-6th Class play games with other schools and clubs at their level. All boys are encouraged to take part in these games.

Boys from 5th and 6th Classes can attend after school training one day a week with more focus on skills and structure of the game. Games are organised with other schools and clubs for boys.

b. Boys from 5th and 6th Classes take part in Sciath na Scol Hurling and Football Competitions. Training sessions take place once a week after school with emphasis on skills and structure of the game.

Boys from 3rd and 4th Classes take part in various school blitzes organised throughout the year.

Boys from Junior Infants, Senior Infants, 1st and 2nd Classes take part in GAA sessions with local club Brian Dillons. Coaches come to the school to deliver sessions.

c. The Preparatory School also provides a range of additional sports that cater for a wide range of student interests, subject to demand.

d. Guidelines for Sporting Events.

- i. Each coach is responsible for taking a properly equipped first-aid kit to his/her match. If a minor accident occurs the coaching staff will treat it on the spot. Anything deemed a major or potentially threatening injury is directly referred to a doctor. In the event of a serious accident an ambulance will be called. Any accident deemed to be of a serious nature is recorded on an accident report

form. Coaches will appraise students of the necessary safety equipment for each respective sport.

- ii. The College organises transport to and from away matches, using a recognised coach company. In the case of local venues, parents may provide transport.
 - iii. When an away match is organised during school hours two coaches will travel with a team. The needs of the students on campus must receive priority when organising such matches.
2. The College recognises the importance of the arts.
- a. The Preparatory School offers Ukulele lessons to boys from Junior Infants, Senior Infants, 1st, 2nd and 3rd Classes and Guitar lessons boys from 4th, 5th and 6th Classes. All classes have music lessons once a week with an external Music teacher.
 - b. Our After School Clubs offer Drama and Dance lessons to boys in the Preparatory School.
 - c. Our annual Christmas concert takes place in December and all boys prepare songs and music for this concert. Boys who play instruments are encouraged to participate also.
3. An annual Awards Ceremony takes place in May. This ceremony recognises achievements in academic and non-academic pursuits. Among the extra- and co-curricular activities recognised are the arts, rugby, hurling, football chess, draughts, 3D printing, Principal Merit Award. The Jacinta Tyrell Award is presented to the Student of the Year.
4. Religious and Spiritual Activities
- The Preparatory School day commences with assembly each day. We say daily prayers including the prayer to Blessed Edmund Rice and sing a hymn.
- All classes say Grace before and after Meals.
- Monthly Mass takes place in the Preparatory School with each class taking responsibility for preparing the Liturgy in turn.
- Boys are prepared for the sacraments with boys in 2nd Class prepared for First Confession and then receiving First Holy Communion and boys 6th Class receiving the Sacrament of Confirmation.
- Graduation Mass takes place in May for all 6th Class boys and their parents and families. The whole Preparatory School also attends this Mass.
- Boys in the Preparatory School visit the Oratory and the Crib in the Secondary School.
5. Social Justice and Development
- a. Boys in the Preparatory School, led by the teachers and the Parents' Council, undertake and co-ordinate fundraising activities in the school for various charities.
 - b. The College is actively involved with the Christian Brothers' Zambia Immersion Project. This takes place every two years. Several staff are selected by the Board of Management to organise fundraising and to accompany a group of students to Zambia in June to experience life among Zambian people.
6. Environmental Awareness
- c. The Green Schools Committee is a student run committee that meets on a regular basis to discuss the school's approach to conservation and environmental preservation. Committee members plan and implement intervention measures relating to waste reduction and water conservation. They also meet with students from other schools to engage in clean-up efforts and environmental justice campaigns. Student voice and student leadership development are the primary focuses of this committee. Students can socialise with like-minded individuals to implement change on a whole school level.
7. Lunchtime Clubs
- Several clubs operate in the Preparatory School, both during lunchtimes and after school. These include Chess Club, An Club Gaeilge, Art Club, LEGO Club, Book Club, Coding Club, Cooking Club, 3D Printing Club, Drama Club, Dance Club, Gardening Club, Puzzles and Games Club, CBC Writers Club, CBC Prep Newspaper, Harry Potter Club, Superhero Club. The College is supportive of the

formation of any club that may be of benefit to the students and will facilitate the running of the club(s) is as much as is practicable.

Roles and Responsibilities

Board of Management

1. To ensure that the policy is developed and evaluated from time to time.
2. To approve the policy.
3. To consider reports from the Principal on the implementation of the policy.
4. To support and affirm teachers and non-teaching staff involved in extra- and co-curricular activities.

Principals

1. To establish structures and procedures for the implementation of the policy.
2. To monitor the implementation of the policy.
3. To support and affirm teachers involved in extra- and co-curricular activities.

Teachers

1. To implement the policy and provide feedback on its application.
2. To keep records of extra- and co-curricular incidents and report these to the Principal.
3. To ensure student awareness and acceptance of the policy.

Parents

1. To read, understand, and support the policy.
2. To provide any relevant information requested by the school regarding their son and extra- and co-curricular activities.
3. To encourage their son to participate in extra- and co-curricular activities.
4. To support and affirm teachers involved in extra- and co-curricular activities.

Students

1. To obey all instructions of supervisors of extra- and co-curricular activities.
2. To acknowledge the role of being an ambassador for the College and the responsibilities that go with that.
3. To always act in a safe manner when involved in extra- and co-curricular activities.
4. To acknowledge the work being done through extra- and co-curricular activities on their behalf by showing respect for and to each person they deal with while engaged in such activities.

