

# Extra-curricular activities policy

## Policy on extra-curricular activities

In 2000, Surrey school trustees directed administration to develop policy and regulation on clubs in schools. The new policy, *Extra-Curricular Activities*, is designed to provide guidance for the development, implementation and monitoring of extra-curricular activities.

The Board considers student involvement in extra-curricular activities to be a valuable part of a school's education program. The new policy ensures that:

- an approval process is in place for extra-curricular activities;
- there is consistency in the formation and operation of extra-curricular activities; and
- consideration is given to the safety and well-being of students involved in extra-curricular activities.

The Board policy also ensures that parents and guardians are informed regarding the extra-curricular program offered by the school and have a role in determining the involvement of their child in extra-curricular activities.

## Intent of the policy

Policy # 9920 states that all extra-curricular activities will be consistent with the mission and policy statements of both the Ministry of Education and the school district. It also ensures that extra-curricular activities will be conducted in a manner that is consistent with the Canadian Charter of Rights and Freedoms, the Human Rights Code of BC, and Board policy and regulations.

All school clubs will be governed by a charter that includes:

- the name of the club
- the name of the staff supervisor
- a clear and precise statement of purpose
- conditions of membership
- description of operation
- a schedule of meetings

Copies of the charter for each approved club will be available to parents on request.

Sports and athletic activities will be governed by the relevant district or provincial athletic organization. Intramural events scheduled by the school are subject to school based practice and are not covered by this policy.

Extra-curricular activities require principal approval on an annual basis.

## Responsibilities

The school principal is responsible for approving the purposes and goals of an extra-curricular activity and ensuring that they are appropriate to the age, physical, and intellectual maturity of the particular students. It is also the responsibility of the principal to ensure the appropriate involvement of a staff supervisor.

The staff supervisor is responsible for ensuring that the extra-curricular activity attends to student safety and functions within the policy and regulation. Student participants will be made aware of all procedures and guidelines as outlined in the policy and regulation.

Membership in an extra-curricular activity will be non-discriminatory consistent with applicable legislation and Board policy and regulations. All extra-curricular activities will be conducted in a manner that maintains or enhances the dignity and self-esteem of the individual student.

## Information to parents

Information regarding all extra-curricular activities offered by the school will be mailed to parents and guardians. This communication will include a statement of purpose and schedule of meetings and activities as appropriate.

Parents/guardians will be asked to inform the school in writing if they wish to have a child excluded from any of the available extra-curricular activities. The staff supervisors will be notified accordingly and will ensure that parental requests for exclusion are respected.

The staff supervisor will maintain a current membership roster of each club and will ensure that parents are kept informed regarding events and activities.

A current file for all extra-curricular activities will be maintained in the school office, and will include copies of the club charter or relevant rules and regulations for sports and athletic activities.

*Policy #9920, Extra-Curricular Activities, is available at any school in the Surrey School District and at*

<https://www.surreyschools.ca/departments/SECT/PoliciesRegulations/Pages/default.aspx>