



KAVANAGH SPORT INFORMATION BOOKLET

‘Sport at Kavanagh College, Making Better People.’

Contents:

1. Introduction	P3
2. Key contacts	P4
3. Philosophy on Sport	P5 - 6
4. Aims and goals	P7
5. Registration process and fees	P8
6. Codes of conduct – player, parent, coach	P9-11
7. Equipment	P12
8. Uniforms	P13-14
9. Tournaments / trips / games during school time	P15
10. Costs and the sports budget	P16
11. Funding grant applications / gym bookings	P17
12. Policy on summer and winter code clashes	P17
13. Sports awards	P18
14. Key dates 2017	P19

Introduction:

This booklet contains key information about Kavanagh Sport. This includes the philosophy behind sport at Kavanagh College, our broad goals, and codes of conduct.

The booklet also contains important policies and procedures information around significant areas including registration, equipment, uniforms, tournaments and trips, risk management etc.

This booklet is intended to give an overview, and provide information, about Kavanagh Sport to students, parents, managers, coaches and supporters; and to ensure that everyone is 'on the same page'.

For further information, or to discuss anything in this booklet, please make contact with the Director of Sport.

Key contacts:

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For all other sports contact the HOD Sport (Michael Mackenzie), or the TIC Year 7&8 Sport (Shaun Haig).

Kavanagh College

Philosophy on Sport

At Kavanagh College we believe that sport is an excellent vehicle to deliver and reinforce the College's core values – Respect, Service, Justice and Truth. The sporting culture of Kavanagh College should be based on, and reflect, these core values.

Kavanagh College believes that sport is an important part of our student's holistic education and development. Sport is one component of the Kavanagh College experience alongside special character, academic, cultural, pastoral and social activities.

We aim to promote active participation in sport, and provide opportunities for students to excel in sport.

We believe that young people who participate in structured sport at a level appropriate to them will develop skills and become better students, employees and citizens.

'Sport at Kavanagh, Making Better People'

In Practice we aim for our philosophy to look like

- A balance between participation and competition
- Opportunities in a wide range of codes
- Support and encouragement for students participating in sports for the College, and outside of the College
- The opportunity to play more than one sport, and to play summer and winter sports
- Competitive teams where appropriate and possible
- Fair participation for players of all abilities
- Well organised and managed codes and teams
- Support for high achieving individuals to reach their goals
- A sporting community that works with, and supports, each other
- Sport being one component of a balanced and healthy lifestyle for students

‘Sport at Kavanagh, Making Better People’

The Broad Aims / Goals of Kavanagh Sport are:

1. To promote a high level of participation in sporting opportunities.
2. To provide well organised and managed opportunities in sport.
3. To develop competitive and high achieving teams where appropriate.
4. To support high achieving individuals reach their goals in sport.
5. For Kavanagh College to be seen as having a positive sporting culture, by those within and outside the school environment.

Registration and Fees Process:

Registration:

The general policy is that students need to be registered, and their registration fee paid, before they are able to play in a team. This is not straight forward, but it is what we work towards.

The registration process occurs:

At the start of Term 1 for Term 1 Summer Sports.

During the second half of Term 1 for Winter Sports.

At the end of Term 3 / start of Term 4 for Term 4 Summer Sports.

Registration forms are made available at the Sports Office / Year 7&8 Sports Office, or can be downloaded from the Kavanagh Sport website. Registration is advertised in the school newsletter, in the daily notices, and on the Kavanagh Sport website.

Registration forms, and fees, are returned to the Bursar's office.

Fees:

In general sport at Kavanagh is user pays.

A registration fee is calculated for each sport. It generally covers:

The cost of the team entry fee into the team's competition

A \$5 per player equipment subsidy

A \$10 per player amount for 'incidentals' including end of season costs

As above the general policy is that registration fees need to be paid before a student is able to play in a team. However we also work to the philosophy that finance shouldn't be a barrier to a student's participation in sport.

Financial help is available for registration fees, and in some cases equipment, via the Sporting Chance programme which is administered by Sport Otago. Parents are instructed on the registration forms to make contact with the College's Guidance Counsellor to access this.

Non-payment, and decisions around non-payment of registration fees, is followed up by TIC's, the Sports Co-ordinator, and the TIC Sport.



Player Code of Conduct

Kavanagh College's core values of respect, service, justice and truth lie at the core of the Player Code of Conduct.

Enjoyment is at the heart of Kavanagh College Sport.

The exhibited behaviour(s) expected from a player are:

- Behaviour that reflects positively on the school, the team and the individuals. Player behaviour is expected to reflect school rules and expectations.
- Complying with instructions or directions from the coach, manager, officials etc.
- Playing games within the rules and spirit of the sport.
- Abiding by the principals of Fair Play.
- Attending practices, meetings and games as expected by the coach, manager etc. If for a legitimate reason attendance isn't possible communicate with the coach or manager in an appropriate manner and timeframe.
- Being on time. Communicate if you have a legitimate reason for lateness.
- Wearing uniform(s) as expected and directed by the school and team management.
- Showing respect at all times to opponents, officials, team members, coaches, managers, supporters etc.
- Supporting your own team members in a positive manner.
- Bringing a positive sporting attitude to practices and games.
- Giving back to Kavanagh Sport by leading, mentoring, coaching



Parent / Supporter Code of Conduct

Kavanagh College's core values of respect, service, justice and truth lie at the core of the Parent / Supporter Code of Conduct.

Enjoyment is at the heart of Kavanagh College Sport.

The exhibited behaviour(s) expected from a parent / supporter are:

- Encouraging and supporting young people to play sport for the right reasons – enjoyment, social interaction, health and fitness, skills, personal development.
- Encouraging positive behaviour in sport, good discipline and behaviour on the field of play, and adherence to school rules.
- Focusing on effort and performance rather than results.
- Encouraging young people to play within the rules and spirit of the sport.
- Encouraging young people to abide by principals of Fair Play.
- Demonstrating positive spectator / side line behaviour. This includes:
 - Respecting official's decisions
 - Providing positive, supportive and motivating comments
 - Not using derogatory, bad, rude or abusive language
 - Not showing anger or aggression
 - Not drinking alcohol at a sports venue
 - Keeping sports venues smoke-free
- Communicating concerns or issues to the school in a constructive manner by contacting the TIC of the code or the TIC Sport.
- Assisting players to ensure uniform requirements are met.
- Assisting players to ensure a sports registration form is filled out and the registration fee is paid.



Coach / Manager Code of Conduct

Kavanagh College's core values of respect, service, justice and truth lie at the core of the Coach Code of Conduct.

Enjoyment is at the heart of Kavanagh College Sport.

The exhibited behaviour(s) expected from a coach / manager are:

- Displaying a high standard of conduct and language.
- Promoting the Player's Code of Conduct at every opportunity.
- Ensuring the conduct of the team, team members and people associated with the team, is consistent with the special character and behaviour expectations of the school.
- Insisting on Fair Play and discipline.
- Promoting a culture of respect and enjoyment.
- Establishing, and communicating to players, clear team policies and procedures.
- Ensuring that all team members are given a reasonable and fair opportunity to participate in games. Carry out substitution and rotation requirements to reflect this.
- Respecting the talent, development and goals of all players.
- Communicating with players in an open and honest manner. Only use texting or social media for logistical communications.
- Being reasonable with the demand on players' time, energy and enthusiasm; especially when they are involved in other codes and / or representative teams.
- Ensuring that injured or sick player's welfare is the priority in decisions made.
- Not consuming or promoting alcohol use, with students.

Equipment:

The school will provide and pay for the basic equipment needed for all sports teams. This typically includes practice balls / equipment, a match ball, training bibs, cones, gear bag etc.

The TIC of Sport must approve the buying of this equipment. Requests for new equipment need to be made to the TIC of the code, or directly to the TIC Sport.

The College will attempt to meet all reasonable equipment needs. However requests that are considered over and above basic equipment, or are not manageable from within the Sports Budget, may not be able to be approved. In this case codes and teams have the option of funding extra equipment themselves – from fundraising, sponsorship etc.

Kavanagh College has an agreement with the Otago Sports Depot where we will purchase all equipment (that they are able to provide) from them. All equipment requests will go to the Otago Sports Depot, and should be made by the Head of Sport.

Uniforms:

TIC's, coaches, managers, parents and players all need to take responsibility for ensuring that teams and individuals are wearing the correct uniform items.

Playing Uniforms:

The correct playing uniform items for each sport and team are clearly identified on the respective registration form.

Senior A teams are provided with a playing uniform. These are funded by the College and replaced on a three year cycle, or as required.

For teams below Senior A level, in most cases players provide their own playing uniform, which is purchased from the bursar's office. Where possible codes or teams use Physical Education uniform top and shorts to reduce the cost involved.

In some cases codes are providing uniforms to teams below Senior A level. In this case the code is self-funding these uniforms from their own sources of funding.

Warm-up tops etc:

Some codes or teams choose to supply 'extra' uniform items such as warm-up tops, side-line jackets etc. The College does not have funding for these 'extra' uniform items, so they need to be self-funded by the code from their own sources of funding.

Tracksuits:

The College has a large stock of tracksuits. These can be issued for one off events, tournaments etc. **They are only issued by the Sports Co-ordinator. Contact the Sports Co-ordinator to arrange this.**

Kavanagh Sport Hoodie:

All students are able to purchase their own Kavanagh College Sports Hoodie for their own use. This is a specially designed Hoodie in Kavanagh colours with the Kavanagh logo on it. Students can choose to have their sport printed on the front and their surname printed on the back. Order forms with full instructions are available from the Sports Office. **This is the only Hoodie option permitted for all teams and individuals.** Codes and teams are encouraged to adopt the Kavanagh Sport Hoodie and encourage team members to purchase one.

Coach Jackets:

The College has a supply of coach jackets for the use of coaches, managers etc. We would like as many coaches, managers etc as possible to wear one of these. **Contact the Sports Coordinator to arrange to get one.**

There are clear and strict policies and procedures around new uniforms – relating to colours, suppliers, styles etc.

All / any new uniform items (including playing uniforms, warm up uniforms, tracksuits, hoodies etc) can only be approved and ordered by the TIC Sport.

There must be communication with the TIC Sport before planning for any new uniform items.

The planning and ordering of uniform items can take a long time (often 2 – 3 months) so any new uniform items need to be considered, and communicated about with the TIC Sport, in plenty of time.

Tournaments / trips / games during school time:

The annual sports tournaments / interchanges are:

- The Southern Catholic Schools Senior Sports Tournament
- The Dunedin Co-ed Schools Sports Tournament
- The Southern Catholic Schools Junior Sports Tournament
- The Year 7&8 Taieri Interchange
- The Year 7&8 Mt Aspiring Interchange

There are many further opportunities for sports teams to attend tournaments or go on trips, particularly during the New Zealand Secondary Schools Tournament Weeks.

Teams that are considering going to a tournament or on a trip must communicate with the Sports Co-ordinator as early in the year / season as possible. Significant forward planning and organisation is required to take a team to a tournament or on a trip. This includes initial approval from school management, budgeting, communication with students and parents, planning and organisation, potentially fundraising, completion of risk management documentation and final approval.

The policy of the school is that teams travelling to a tournament or on a trip should be accompanied by a school staff member.

All tournaments and trips must be self-funding. The organisation process requires a budget to be approved by the Bursar's office.

All trips require filling in of the College risk management forms and a RAM's / SAP. Communicate with the Sports Co-ordinator for help with this.

On occasions teams are sometimes asked to play a one off game in school time, or to leave school early in order to play a game. **In this case communicate with the Sports Co-ordinator as soon as possible. School management must approve this before anything is agreed or organised.**

The Sports Budget:

The College provides a budget for the management of sport.

This is used for:

Equipment

Interchange costs

Affiliation fees (OSSSA / NZSSSA etc)

School Athletic Sports / Swimming Sports / Cross Country costs

Sports awards and recognition

Coach thank-you and recognition

First aid supplies

Senior A team uniforms (3 year cycle)

Tracksuits / coaches jackets

Staff relief costs

The sports budget is managed by the TIC Sport. **Contact the TIC Sport if you have any questions about the sports budget.**

Funding grant applications:

Codes and teams are welcome and encouraged to apply for funding grants.

If you are planning to do this communicate with the TIC Sport. This is important so that we can monitor who is applying to where. The application will require several documents and information from the school.

Gym bookings:

Gym bookings are managed by the Sports Co-ordinator. **Contact the Sports Co-ordinator to request a gym booking.**

For the winter season gym booking requests will be asked for in the second half of Term 1. There is always more requests for after-school time than can be met. The Sports Co-ordinator and TIC Sport will work through the requests, and inform codes and teams what gym time they can have by the end of Term 1.

Note that 'one off' gym bookings outside of normal school hours are difficult to accommodate.

Policy on summer and winter code clashes:

There are often clashes between summer and winter codes, especially in Term 1 when summer codes are still playing, and winter codes are preparing for their season.

During Term 1 the summer codes take priority in the case of a clash.

Sports awards:

The College holds Sports Awards ceremonies in Term 4 for each level – Senior, Junior, and Year 7&8.

The following awards are presented at the Senior Sports Awards:

Outstanding Contribution Award

Excellence Award

Kavanagh College Blue Award

Principal's Trophy for Student Coach of the Year.

Gallaher Family Trophy for Team of the Year.

The McLaughlan Trophy

Bishop Len Boyle Trophy for Senior Sportsperson of the Year.

The following awards are presented at the Junior Sports Awards:

Outstanding Contribution Award

Sporting Excellence Award

Principal's Trophy for Intermediate Sportsperson of the Year.

The following awards are presented at the Year 7&8 Sports Awards:

Sporting Excellence Award

Principal's Trophy for Junior Sportsperson of the Year.

There are criteria for each award.

TIC's, coaches, managers and parents will be asked to make nominations. It is important that nominations are completed, are accurate, and are forwarded on time.

Several codes also run their own code prizegivings, and teams are encouraged to organise end of season break-ups.



Kavanagh Sport Dates 2018

Term 1:

Term 1 Sport Registrations	February
Ist XI Cricket Cup Round 1	TBC
OSSSA Triathlon	Thursday 15 th February
Kavanagh College Athletic Sports	Monday 19 th February (Reserve 26 th)
Otago Secondary School Athletics	Friday 2-4 March 2018
Otago Southland Secondary School Athletics	None in 2018
St Kevin's Cricket Interchange game	TBC
Winter Sport Registrations	March – April
Winter Season Gym Bookings	March – April
Summer Sports Badges presentation	March – April
South Island Secondary School Athletics	Friday 23-25 March
Summer Tournament Week	Monday 19 th – Friday 23 rd March
Southern Catholic Schools Senior Sports Tournament	Sunday 8 th – Monday 9 th April

Term 2:

Cross Country Running Series	Tuesday 8 th May-31 June
Kavanagh College Cross Country Sports	Friday 4 th May
Otago Secondary Schools Netball Tournament	Sunday 10 th – Monday 11 th June
Southern Catholic Schools Junior Sports Tournament	Wednesday 13 th June
New Zealand Secondary Schools Cross Country	Saturday 16 th June
Year 7&8 Taieri Sports Interchange	TBC
Dunedin Coeducational Schools Sports Tournament	Thursday 28 th June

Term 3:

Winter Sports Badges presentation	Wed 18 th Oct & Wed 20 th Sep
Open Day	Sunday 6 th August
Kavanagh College Swimming Sports	Friday 28 th September 2018
NZ Secondary Schools Tournament Week	Monday 3 rd – Friday 7 th Sep
Year 7&8 Mt Aspiring Sports Interchange	TBC
Term 4 Sport Registrations	September

Term 4:

Coach recognition and thank-you	October
Kavanagh College Year 11 - 13 Sports Awards	Wednesday 24 th October
OSSSA Junior Sports Week	Monday 19 th – Friday 23 rd Nov
Kavanagh College Year 9&10 Sports Awards	Wednesday 14 th Nov???
Kavanagh College Year 7&8 Sports Awards	TBC