Kings Meadow Primary School

Extra-Curricular Activity Policy

1. INTRODUCTION

This document is one of a series that make up the whole CRACKING curriculum statement for the school. It states the school philosophy about the contribution which extra-curricular activity makes to our pupils' education and the way in which the National Curriculum and extra-curricular activity are delivered in practice.

2. INTENT

Why Extra-Curricular Activity is important:

At Kings Meadow, we believe that extra-curricular clubs and activities can help to enhance a child's learning and enjoyment of school. It can help children to acquire and develop new and existing skills, and can expose children to activities that they may not otherwise encounter.

At Kings Meadow we believe that:

- Extra-curricular activity will increase a child's range of experience,
- Extra-curricular activity will develop a child's full potential in all areas of their development,
- Extra-curricular activity will allow children to have fun,
- Extra-curricular activity will increase social awareness, social skills, group responsibility and empathy,
- Extra-curricular activity will foster individual talents and interests.

As a school, we realise the many benefits of providing extra-curricular activities:

- Children from different age groups share ideas, skills and experiences. They meet other children who are not necessarily in their peer group, and so widen their social horizons. Children build relationships with staff (teaching and non-teaching), whom they may not normally meet during the school day.
- Adults (teaching and non-teaching) have an opportunity to meet, and work with, children from several age groups.
- Staff and children can expand their interests, expertise and experiences by sharing these with others. At the same time, other members of the school community discover new interests and try out unfamiliar skills and experiences.

- There are opportunities for all members of the school community to be together. Some clubs involve children, teaching and non-teaching staff, parents, and other adult helpers and children.
- Children are offered a wider, richer range of experiences than is possible in the normal school day

3. IMPLEMENTATION

Kings Meadow Primary School uses **Children's University** to enhance Extra-curricular activities.

Children's University is an aspirational national scheme that promotes and celebrates quality learning out of school hours.

At the end of Key Stage 1 (Year 2), if children have completed a minimum of 30 hours, they will be invited to a very special Graduation Ceremony at Edge Hill University. Children then have the chance to graduate once again at the end of Key Stage 2 (Year 6) if they have completed a minimum of 100 hours extra learning. The certificates they received range from Bronze, Silver and Gold in Undergraduate, Postgraduate and Doctorate.

In Kings Meadow, children will be given a credit for every hour of extra-curricular activity they complete. i.e. a 30-minute lunchtime club will be half a credit; an hour club will be 1 credit. These will then be accumulated throughout their school life.

Extra-curricular activities may take place at lunchtime or after school. These may be led by a teacher, a teaching assistant or an external agency. It is the expectation of the headteacher and the governors that each teacher will lead one after-school or lunchtime club for 6 hours during the year as a contribution to the wider life of school. This forms part of teachers annual directed time calendar.

1. Clubs Offered.

- It is the responsibility of the teacher running the club to provide letters for parents whom must return permission slips to ensure their child receives a place in the club.
- It is the responsibility of the teacher to complete a Children's University Module Registration Form.

2. Registration.

- A register will be taken by the staff member in charge. This register must be completed each week.
- At the end of term, teachers must ensure that the register and total Children's University credits received are uploaded to the Staff Drive.

3. Absences

- Parents are requested to inform the club organiser in advance if their child is unable to attend one of the sessions. This can be done either by sending a note via the child to the club organiser or by phoning the staff in the school office who will then pass on the message.

4. Cancellation

- Parents will be notified, in advance, of any sessions that need to be cancelled.
- If a session needs to be cancelled on the day itself e.g. due to the unexpected illness of the club leader, poor weather conditions etc. the school will notify parents by phone or text message as early as possible within the school day.

5. Supervision and Safety

- The Office Team will give all class teachers a copy of the club registers. At the end of the day staff to check who is going to a club/s and if there are younger children or any vulnerable pupils a member of staff will escort them through. If the coach comes to the classroom to collect, teachers check who is being released.
- On their arrival, club coaches will collect their registers from the office and check for absentees. Coaches will then know who to expect. If a child does not arrive at their club the coach will then be able to inform the office who can check where they are immediately.
- All club leaders will formally take the register and also conduct a headcount so that if they had an extra pupil they would realise immediately. For clubs taking place outside, registers should be taken inside the building before taking the group to the MUGA, field or playground.
- In case of fire, the children will be led on to the playground where the club organiser will check the club register.

6.Lunchtime Clubs

- Teacher-led lunchtime clubs follow all regular school procedures.
- Should a teacher have to cancel a lunchtime club, children should follow their normal lunchtime procedure.

7. Administration of Credits

- At the end of a half term, all Children's University Registers must be updated.
- Children will be informed to return their 'Passports to Learning'
- The PE Subject Leader will run administration of credits and submit them to Children's University.

Health and Safety:

- All children must follow our uniform guidelines. If the club is a sporting activity then children should wear suitable clothing such as their PE kit or tracksuit top and bottoms.
- Earrings and watches must be removed before any sporting clubs are undertaken.
- If the club is a practical activity, then teachers should refer to the CLEAPS website and all safety guidance should be followed.
- During all extra-curricular and other after-school activities, the pupils are expected to follow the school's behaviour policy, behaving well at all times. Parents are asked to collect their children on time. Parents should give written permission if they would like their child to walk home by themselves.

4. IMPACT

Extra-curricular activities enhance the enjoyment and learning at school. They help children to acquire and develop new and existing skills as well as exposing children to activities that they may otherwise not encounter.

Extra-curricular activities will be monitored by the Children's University Leader. They will ensure there is a fair distribution of activities across the year and that there are opportunities for less active children to be engaged.

The Children's University Dashboard will be used to monitor the children's participation in activities each year.

Children will have the opportunity to earn credits towards their Children's University Graduation and the credits children have gained will be monitored throughout the year to ensure children are being given the opportunity to earn enough credits to graduate.

The expertise of some parents and members of the community at our clubs are a valuable resource. We have excellent links with local secondary schools and they provide teaching support and offer sessions for the children at Kings Meadow and recognise that this involvement has a positive impact within the school community. This also includes taking part in a number of inter and intra school competitions / leagues throughout the year building the children's resilience and skills.

Reviewed	January 2025
Approved by Governing Body	January 2025
Next Review	January 2028 or sooner if required.