

CHAMPIONSHIP ATTENDANCE POLICY

Policy number	NPC-002	Version	1.0
Policy Group	National Programs	Recommended by the National Programs Committee	22 January 2020
Drafted by	Ian Landy & Deneille Sutton	Approved by the Board	18 February 2020
Responsible person	Executive Officer	Scheduled review date	December 2021

INTRODUCTION

School Sport Australia (SSA) uses sport to provide educational outcomes for students in Australia.

With this outcome SSA requires students to attend the whole program that is provided at SSA Championships and supported by the Member Bodies. An SSA Championship program consists of the following components:

- Opening Ceremony
- Sport participation
- Educational incursion / excursion
- Closing Ceremony

PURPOSE

SSA understands that from time to time a student may not be able to attend all components of the program at an SSA Championship.

This policy outlines the process through which consideration may be given for students to be exempted from a component of the championship.

POLICY

Consideration will be given to applications for exemption on the following basis:

- medical grounds
- compulsory educational assessment
- compassionate grounds

AUTHORISATION



Signature of Chairperson of National Programs Committee

CHAMPIONSHIP ATTENDANCE PROCEDURES

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RESPONSIBILITIES

It shall be the responsibility of the Executive Officer to implement this policy and monitor its effects.

PROCESSES

Non-attendance at the Championship with prior advice

Apply for Exemption

- Requests for students to not attend part of an SSA Championship are to be directed to the Executive Officer.
- The application must be submitted by the Member Body or their appointed representative at least one (1) week prior to the Championship.
- The Member Body is to submit the request from the student with all supporting evidence provided to them, e.g. Medical certificate, letter from school.
- The Member Body is to provide a reason why they support this request for an exemption to attend the whole program.
- On receiving the request the Executive Officer will organize a meeting with the National Sport Advisor and the Chairperson of the National Programs Committee to consider the request.
- If the request is approved it is to be announced at the Pre-Championship meeting by the National Sport Advisor.

Notification

- The Executive Officer is responsible for notifying the Member Body of the decision.
- The Member Body is responsible for notifying the student who made the request of the decision.

Non-attendance at the Championship without prior advice

Process

1. Any Member Body staff or officials that become aware of students not attending any part of SSA Championship are to notify the Championship Convener immediately.
2. The Championship Convener is to contact the Team Manager of the student's team to confirm they have not attended part of the program and collect the name of the student.
3. The Championship Convener is to notify:
 - a. SSA Executive Officer that students have been absent from the Championship program without approval

- b. National Sport Advisor so they are aware of the student's absence.
4. The SSA Executive Officer to contact the Member Body.
5. The Executive Officer will notify the relevant Member Body that students from their team have not attended the whole program of the SSA Championship without prior notification to the SSA Office.
6. The relevant Member Body will implement consequences to students that do not participate in the whole program as regulated by their own jurisdiction.

Sanctions

The following sanctions are **recommended** to be applied by all Member Bodies and used as a framework for the application of consequences.

1. If a student misses the Opening Ceremony without communication with team management – Not allowed to play the first two matches or one individual event of the championship OR the first two matches or one individual event they are in attendance for.
2. If a student misses a match without communication with team management – Not allowed to play the next two matches or one individual event they are in attendance for.
3. If a student misses the education excursion without communication with team management – Not allowed to play the next two matches or one individual event they are in attendance for.
4. If a student misses the Closing Ceremony without communication with team management – Not allowed to represent their State/Territory at future SSA events.
5. If a team official authorises a student to miss any component of an SSA Championship without consultation with their State/Territory School Sport Office – Not allowed to represent their State/Territory at future SSA events (Please note: a medical certificate would remove the need for the team official to consult with their State/Territory School Sport Office).
6. With any breach of the Event Attendance policy the school of that student or teacher be informed of the breach.

ATTACHMENTS

- Nil

RELATED DOCUMENTS

- Nil

AUTHORISATION



Signature of Executive Officer