

## CHAMPIONSHIP ATTENDANCE POLICY

Policy number	NPC-002	Version	1.4
Policy Group	National Programs	Recommended by the National Programs Committee	22 January 2020
Drafted by	Ian Landy & D. Sutton	Approved by the Board Reviewed by the Board	18 February 2020 1 December 2023
Amended by	NPC		28 November 2023
Responsible person	NPC & EO	Scheduled review date	December 2025

### 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 sports participation, including individual and teams' event, and the following three components:

- Opening Ceremony
- Championship Team Experience
- 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 also has been reviewed and modified on the basis the program of events for Individual Sports Championships as compared to Team Sport Championships.

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

This policy is divided into two categories.

- individual sports (Cross Country, Track & Field, Swimming, Diving, Triathlon and Aquathlon)
- team sports

For team sports it is the requirement that all participants attend all the components of the Championship.

For individual sports it is the requirement that they attend the Opening Ceremony and Championship Team Experience. As a duty of care all Parents and Carers are required to inform their State & Territory officials if they choose their student not to attend the Closing Ceremony.

### POLICY

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

- medical grounds
- Officials' error (miscommunication)

- transport/logistics (e.g. late airline directed flight change)
- financial costs impact
- Religious and /or cultural responsibilities
- compulsory educational assessment an authorised school event, including but not limited to, exam or significant school activity.
- compassionate grounds such as an unexpected change in family circumstances
- competing at the same time in an alternative sport at National Level

## **AUTHORISATION**

A handwritten signature in black ink, appearing to read "Peter R. Smith". The signature is written in a cursive style with a large, prominent initial 'P'.

Signature of Chairperson of National Programs Committee

# CHAMPIONSHIP ATTENDANCE PROCEDURES

Procedure number	NPC-002	Version	1.4
Drafted Changes by	SSA Board & Executive Officer	Approved by	2 December 2022
Amended by	NPC	28 November 2023	
Responsible person	Executive Officer	Scheduled review date	December 2025

## RESPONSIBILITIES

It shall be the responsibility of the Member Bodies to implement this policy and for the SSA Executive Officer to 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 Student's Member Body for decision.
- The application must be submitted to the Member Body or their appointed representative prior to the Championship except for exceptional circumstances.
- The student and or Parent is to submit the request from the student with all supporting evidence, as required by the Member Body, provided to them, e.g., medical certificate, letter from school.
- The Member Body is to provide a list of exemptions given and the reason to SSA including NSA & Executive Officer on the reasons for why they approved the exemption and for a lists of, where possible, request not granted and the reason for the same.
- On receiving notification of the exemption, the Executive Officer will make a record of the exemption and have the database open for NPC members to view.
- If request is approved it is to be announced at the Pre-Championship meeting by the NSA.

#### *Notification*

- At the earliest convenience, the Member Body is responsible for notifying the Member SSA of an exemption granted which includes prior to or during championships.
- The Member Body is responsible for notifying the student who made the request of the decision.

### Non-attendance at the Championship without Exemption granted.

#### *Process*

1. Any Member Body staff or officials that become aware of students not attending any part of a SSA Championship are to notify the NSA and Championship Convener immediately.

2. The NSA, or Championship Convener if the NSA is unavailable, 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 NSA, or Championship Convener if the NSA is unavailable, is to notify SSA Executive Officer that students have been absent from the Championship program without approval or notification.
4. The Executive Officer or the NSA if the Executive Officer is unavailable, is to notify the relevant Member Body that students from their team have not attended the whole program of the SSA Championship without prior notification.
5. The relevant Member Body will implement consequences to students that do not participate in the whole program as regulated by their own jurisdiction.
6. With any breach of the Championship Attendance policy the school of that student or teacher is to be informed of the breach and any sanctions imposed.

## **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 Championship Team Experience 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- the student and team official are 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. If a student misses any component of the Championship program, with a reason that is considered not to warrant a further consequence, e.g. the provision of a medical certificate, a Member Body may issue a warning.

## **ATTACHMENTS**

- Nil

## **RELATED DOCUMENTS**

- Nil

## **AUTHORISATION**



Signature of Executive Officer