

NORTHEASTERN CATHOLIC DISTRICT SCHOOL BOARD

**Policy
F-38**

**Authority
02-192**

EXTRA-CURRICULAR / CO-INSTRUCTIONAL ACTIVITIES

POLICY STATEMENT

The Northeastern Catholic District School Board recognizes the volunteer nature of the involvement of co-instructional activities. Co-instructional activities are an important if not essential component of all students' education and foster the development of positive relationships. Research clearly indicates that students who are involved in co-instructional activities have higher graduation rates, enhanced academic achievement and greater overall satisfaction with school experiences. Students who are involved in co-instructional activities are more likely to be successful beyond secondary school.

It is the goal of the Board to develop a plan that will serve as a framework for the provision of extra-curricular/co-instructional activities to secondary school students. The purpose of the plan is to ensure the delivery of co-instructional activities in the Northeastern Catholic District School Board.

POLICY REGULATIONS

1. Range of Activities:

- 1.1 The Northeastern Catholic District School Board and O'Gorman High School will endeavour to offer a broad range of co-instructional activities. To meet the needs of a wide variety of students whose abilities and interests vary greatly, schools should attempt to provide many different kinds of programs and activities. These activities will include, but are not restricted to the Arts, athletics, school clubs, councils and organizations, intra murals and special school events.

2. Equity and Access:

- 2.1 All students in a secondary school must have access to a variety of co-instructional activities. Principals must ensure that race, religion and socio-economics status do not present barriers to students who wish to participate in a co-instructional activity.

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- 2.2 Principals must ensure that the variety and number of activities for girls and boys in a school are similar, and that the financial support is equitable. Single gender activities are appropriate in a secondary school. The principal will address requests from students of one gender to participate in an activity for the opposite gender.
- 2.3 Principals must ensure that co-instructional activities are provided for students with special needs, including those with physical limitations. These activities could include athletic and artistic activities, school clubs and teams, field trips and other functions.
- 2.4 Funding needs of these activities must be addressed in an equitable manner in relation to other co-instructional activities in the school.

3. Human Resources:

- 3.1 The Northeastern Catholic District School Board recognizes that co-instructional programs are best delivered under the direction of teacher volunteers. In addition there are many well qualified community members who can contribute effectively as volunteers to support the co-instructional activity program.
- 3.2 The Principal must ensure that individuals who assume these responsibilities have the qualifications and/or expertise necessary to provide safe and meaningful experiences for students. Ontario Physical and Health Education Association (OPHEA) Guidelines will determine the qualifications required for the supervision of co-instructional activities.
- 3.3 In order to maintain the educational component where community volunteers are involved, it is desirable that a member of the teaching staff works in partnership with the community volunteers to maintain the integrity of the education environment.
- 3.4 Members of the community who volunteer to organize and supervise co-instructional activities must meet the requirement of the Board Policy.

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3.5 It is the responsibility of the Board to provide ongoing professional development opportunities to ensure that all volunteers are trained and knowledgeable thus providing a positive and rewarding education experience for students.

3.6 The Board Policies and other relevant documents to supervision of co-instructional activities are found in Appendix A.

4. Financial Resources:

4.1 The Northeastern Catholic District School Board supports the provision of co-instructional activities in the following ways:

4.1.1 a central fund to support participation of the Northeastern Catholic District School Board students beyond the Northeastern Catholic District School Board level of competition or activity;

4.1.2 a recognition that schools will participate in assisting to fund co-instructional activities through various means. This may include activity user fees;

4.1.3 providing insurance coverage for all Board authorized co-instructional activities; and

4.1.4 provision of additional professional development qualifications through the Summer Institute, where deemed essential.

5. Role of the Students:

5.1 The participation of the students in the Northeastern Catholic District School Board is critical for the success of the co-instructional program. They must be encouraged to not only participate but to demonstrate the importance of being involved in co-instructional activities to all community members.

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5.2 Students can also play a vital role in fostering and maintaining co-instructional activities by the following:

- 5.2.1 demonstrate an attitude of mutual respect;
- 5.2.2 recognize the advisor/coach is giving valuable time to the activity;
- 5.2.3 maintain a positive focus for the activity;
- 5.2.4 understand that an activity user fee may be required which would be activity, site and school specific;
- 5.2.5 honour the commitment to the activity;
- 5.2.6 articulate the importance of co-instructional programs to other students and the community;
- 5.2.7 become a mentor for younger students to foster excellent programs with a balance of competitive and participation modes;
- 5.2.8 assist in the organization of intramural programs;
- 5.2.9 understand that co-instructional programs may not be offered each year at a specific site;
- 5.2.10 demonstrate a willingness to contribute to the funding of co-instructional activities; and
- 5.2.11 encourage the participation of their parents/guardians in an appropriate manner.

6. Role of the Parent:

6.1 The parents of the Northeastern Catholic District School Board students play a significant role in maintaining a strong co-instructional program. Their role may include the following:

- 6.1.1 attend co-instructional activities;
- 6.1.2 assist in financing of activities e.g. student fee;
- 6.1.3 support/direct students to participate in activities:
 - assist in organizing their lives
 - transportation
 - balance between part-time employment and co-instructional activities
- 6.1.4 support coach/advisor "coaching philosophy";
- 6.1.5 become informed on the value of co-instructional activities;

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- 6.1.6 understand the balance between homework, working and participation in co-instructional programs; and
- 6.1.7 become involved as a volunteer.

7. Consultation Process and Annual Review:

- 7.1 The Northeastern Catholic District School Board believes that the framework for the provision of co-instructional activities requires the consultation of many groups. To that end the Board Plan will be created from the input of trustees, principals, teachers, students, Ontario English Catholic Teachers' Federation, community members and Catholic School Councils. In creating school plans, principals will also consult with those groups which will impact on the provision of an effective co-instructional program at the school site.
- 7.2 The Board and school plans will be reviewed on an annual basis.

APPENDIX A

Northeastern Catholic District School Board Policies:

1. Fundraising in Schools
2. Field Trips and Exchanges

Northeastern Catholic District School Board Administrative Procedures:

3. Fundraising in Schools
4. Field Trips and Exchanges - Approval Process

Northeastern Catholic District School Board Forms:

5. Fundraising Information Form
6. Field Trips and Exchanges - Approval Form
7. Parental Information and Consent for Field Trips and Exchanges
8. Volunteer Driver - Authorization to Transport Students
9. Student Health/Safety Information and Consent to Release

ONTARIO PHYSICAL EDUCATION SAFETY GUIDELINES (OPHEA)

OFSSA/CWOSSA GUIDELINES