



CHRISTIAN SCHOOLS EVENTS NETWORK

SEMESTER TWO SPORT

LOCATION OF EVENT	Home and Away matches
DATE OF EVENT	As per fixture
CONVENER OF EVENT	School Sports Coordinators
SCHOOL ARRIVAL TIME	1:00pm
OFFICIALS CHECK IN TIME	1:10pm
SCHOOL WARM UP TIME	1:10pm – 1:25pm
OPENING PRAYER	1:25pm
MATCH START	1:30pm
MATCH FINISH (ESTIMATED)	2:45pm
COST PER STUDENT ENTERED	\$25.00+ GST invoiced at the end of term, based on maximum number of players allowed as outlined in CSEN sport rules.
OTHER INFORMATION	https://csen.org.au/semester-sport/

AGE GROUPS

The following age groups will be offered for Semester Sport:

Junior Secondary (Years 7 – 8)

Intermediate Secondary (Years 9 – 10)

AWARDS

1. The winning team in each sport and division will receive a pennant, distributed as soon as possible after the grand final.

CHILD SAFETY

This Code of Conduct has a specific focus on safeguarding children and young people at CSEN Events against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, and board members at CSEN are expected to actively contribute to a school events association culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and justice. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as per policy.

All adults present at the carnival should fall into one of the following categories:

- a. Students (in school sports uniform)
- b. Staff from a school (in school staff polo top, or with school identification / lanyard clearly visible)
- c. Referee in appropriate attire for match
- d. CSEN staff (in CSEN attire)
- e. Parents / Visitors (school lanyard visible)

All school staff are requested to ensure adults sitting at the match have appropriate identification. If not, please ask them to sign in with the school they are associated with, otherwise leave the grandstand. Schools must have lanyards available for parent visitors and ensure they sign the school Child Safe Policy. Sports Coordinators should be fully aware of the CSEN [Child Safety Policy](#) and the implementation of the policy at this event.

The Child Safety Officer at the event will be the home team's coach.

DIVISIONS

As per policy the final decision regarding divisions rests with the CSEN Executive Officer.

EMERGENCY PROCEDURES

The first named team will be regarded as the home team. It is the home team responsibility to communicate the emergency procedures for the venue being used to the opposing team prior to the match commencing.

ENTRY FORMS

1. School entries are due 15 June in the year of competition (4:00pm), via the online entry form.
2. Final division allocation is the responsibility of the CSEN Executive Officer.
3. Final venue locations for each match in the semester are due to the CSEN Executive Officer by July 10th in the year of competition.

EVENT ELIGIBILITY

1. Junior Sport – only currently enrolled students in Years 7 - 8 from member schools may compete.
2. Intermediate Sport – only currently enrolled students in Years 9 – 10 from member schools may compete.
3. Primary students may compete in Junior Semester Sport providing:
 - a. They are an emergency replacement for a secondary student
 - b. There is no more than one primary boy or one primary girl in the team
3. Junior students may compete in Intermediate Semester Sport providing:
 - a. They are an emergency replacement for an Intermediate student
 - b. There is no more than one Junior boy or one Junior girl in the team

EVENT RULES

1. Schools enter teams in the sports offered in the semester of competition.
2. The intention of the sport is for schools / students to compete to the best of their ability in a friendly, encouraging Christian setting.
3. All competing teams must have a teacher / staff member with them.

FINAL / END OF MATCH PROCEDURE

It is expected that at the conclusion of the match, both schools will shake hands. Closing in prayer is encouraged. Feedback forms can be found on the CSEN website if required.

FIRST AID

All schools must also provide their own first aid kit and a trained first aider (may be a teacher). Any injuries at a CSEN event must be documented by the school and the school accident form submitted to CSEN at the end of each term as part of the Principal's Declaration.

MATCH RULES

1. Are available on the CSEN website.
2. Termination scores for sports are found in the semester sport policy on the website.

NOTES FOR SCHOOLS

1. Staff and students are expected to provide their own lunch / snacks for the match.
2. Competitors should abide by the behaviour guidelines and sports coordinators are requested to ensure a copy is available to all competitors and coaches each week.
3. Sports Coordinators should be emailing the opposition schools with details of the matches for the week (including venue, times, umpires etc) by Monday 10:30am.
4. If you require additional information, please check the [CSEN website](#).
5. Further queries may be directed to the CSEN Executive Officer karen@csen.au

OFFICIALS - GENERAL INFORMATION

1. Both schools must provide a suitable (preferably badged) referee to umpire all matches. This may be a mix of external and internal referees but should not be the coach of either team.
2. Any cost in providing referees for matches must be borne by the school.
3. Internal referees must sign the school's CSEN Child Safe Register.
4. External referees must provide the school with the appropriate WWC Clearance to referee. This information is to be retained by the school and provided to CSEN on request.
5. Referees should be correctly attired to officiate the match.

PARKING

Schools should advise competing schools regarding appropriate parking at venues used for home matches.

PHOTOGRAPHY

1. Students, staff and parents may take photographs during the day for personal use only. These photographs must not be published to social media as this contravenes the CSEN Media Policy.
2. CSEN will not provide official photographs of the event.

POLICY DOCUMENTS

Some Relevant Policy documents for this event include:

- Child Safety Code of Conduct
- Child Safety
- Child Safety Reporting Obligations
- Deposit
- Extreme Weather
- First Aid
- Inclusion
- Media
- Sports Events and Disputes
- Semester Sport

These can be found on the restricted access section of the website. It is advisable to ensure all staff attending Semester Sport are aware of these documents and the information found in them.

RISK ASSESSMENT

Schools participating in Semester Sport need to have their own Risk Assessment for each venue used that should be shared with the opposition schools. CSEN does not produce a Risk Assessment for Semester Sport as it does not have access to school venues or school organised venues and procedures to adequately assess risk.

SCORING PROCEDURES

1. Teams must use the scoresheets provided on the CSEN website for each match.
2. Both coaches must sign the fully completed scoresheet prior to departure from the venue.
3. The winning team takes the scoresheet (suggestion that the losing team takes a photo of the scoresheet before leaving the venue).
4. Each school then collects all the winning scoresheets and scans them as one document before sending them to cse_entries@csa.edu.au within 24 hours of the match commencing. A draw will be recorded if scores are not submitted on time.
5. Ladders are available on the website the week after the scheduled match. It is the responsibility of the school sport coordinator to check these for errors each week, with errors advised to the CSEN Executive Officer prior to the next scheduled match.
6. Ladders will be calculated using the following:

Win – 3 points

Draw – 2 points

Loss – 1 point

Scoresheet not submitted as per policy – a draw shall be recorded and both teams will receive points.

Scoresheet not signed as per policy – no result shall be recorded and neither team will receive points.

SPORTS OFFERED

SPORT	JNR GIRLS (YR 7 – 8)	JNR BOYS (YR 7 – 8)	INT GIRLS (YR 9 – 10)	INT BOYS (YR 9 – 10)
Basketball		√		√
Soccer		√		√
Football (AFL 9's)	√		√	
Netball	√		√	
Volleyball	√		√	

SPORT RULES AND SCORESHEETS

1. Current CSEN Sport Rules are available on the website.
2. Current CSEN Scoresheets are available on the website.
3. Original match scoresheets are to remain with the school for the duration of the semester in case of dispute.

RISK WARNING UNDER SECTION 5M OF THE CIVIL LIABILITY ACT 2002

ON BEHALF OF CSEN AND CSEN MEMBER SCHOOLS

Sporting and Cultural Activities

Christian Schools Events Network (CSEN) administers and convenes CSEN inter-school sporting and cultural activities in which many students from its members' schools participate. Students participating in these events take part in practice, trials, workshops, and competitions.

CSEN and its members' schools expect students to take responsibility for their own safety during sporting activities by wearing compulsory safety equipment, by thinking carefully about the use of safety equipment that is highly recommended and by behaving in a safe and responsible manner towards team members, opponents, spectators, officials, property, and grounds. CSEN and its members' schools also expect parents, spectators, and other participants to behave in a safe and responsible manner, to comply with the CSEN Code of Conduct and to set a good example for the students.

While CSEN and its members schools take measures to make the sporting and cultural activities as safe as possible for participants, there is a risk that students can be injured and suffer loss (including financial loss) and damage because of their participation in these sporting and cultural activities, whether at training or in actual events. Parents, spectators, and officials could also be injured or suffer loss.

Injury can occur while the student, parent, spectator, or official is engaging in or watching a sporting or cultural activity or travelling to and from the event. The injury may result from a student's actions, the actions of others, the state of the premises or from equipment failure.

On some occasions, an injury can be serious (such as torn ligaments, dislocations, back injuries, concussion, or broken bones). In very rare cases an injury can be life threatening or result in permanent disability. If a student, parent, spectator, or official has a pre-existing injury, participating in a sporting or cultural activity could result in an exacerbation of that injury.

Students, parents, spectators, and officials could also suffer loss because of their personal property being lost, stolen, damaged or destroyed.

CSEN does not provide Personal/Accident Insurance Cover

It is the responsibility of CSEN member schools to ensure that all teachers/parents/volunteers they send to a sporting or cultural event have a valid WWCC and / or VIT accreditation and have signed the CSEN Chid Safe Policy Register at their school. This information will be forwarded to CSEN on a regular basis.

It is the responsibility of schools to ensure that all staff, students and parents attending a CSEN event have been informed of this Risk Warning.

CHANGE ROOMS

CSEN recognises that children are particularly vulnerable in change rooms and that measures must be put in place to ensure that children are able to safely get changed without fear of intrusion or fear for their safety.

Generally, the expectation of CSEN is that Member School Staff and Member School Volunteers would appropriately supervise change rooms in accordance with Department of Education guidelines. The same goes for CSEN Staff and CSEN volunteers who may be required to supervise change rooms while supervising CSEN Representatives at non-CSEN events.

Those guidelines are that change rooms should be supervised and supervisors should adhere to the following guidelines:

- give explicit instructions and guidelines for behaviour in change rooms
- ensure students and staff have been notified that mobile phone (and cameras) are prohibited in changerooms
- set a routine for going into change rooms and keep to it
- announce to students when entering the change room and allow time for students to cover up
- do not stand in change rooms while students are changing as students have a right to privacy, and
- staff should not be in a changeroom with one student / player.

While the issue of a supervisor of either sex supervising the change rooms of both sexes poses some difficulties, some suggestions for supervisors in this situation include:

- give explicit rules about what is expected of students' behaviour in the change rooms
- ensure that students know that if there is an emergency you will enter the change room
- choose two student representatives to report to you about any problems in the change rooms
- ask the students to come out of the change room if there is any disturbance
- if for some reason the students remain in the change room seek a person of the appropriate sex to go in, and
- if there is an emergency, let students know you are coming in and give a warning to cover up before going in.

Parents from member schools must be discouraged from entering the changerooms unless truly necessary.

SEMESTER SPORT

Date:

LEVEL OF COMPETITION (tick appropriate)

Intra School

Inter School

YEAR LEVEL/S (tick appropriate)

Junior Secondary (Yrs 7-8)

Junior Primary (Yrs 3-4)

Intermediate Secondary (Yrs 9-10)

Senior Primary (Yrs 5-6)

Senior Secondary (Yrs 11-12)

GENERAL

	Yes	No	NA
Permission has been obtained from parents/guardians for all students participating			
Adequate teachers are attending providing appropriate levels of supervision for the activity.			
Parents have been notified of location of venue, transport arrangements and time involved			
First Aid Kit available			
Water is available for students at the venue			
Students have been advised of personal sun protection requirements			
Students suffering from Asthma have been advised to carry their puffer to all events			
Students suffering from anaphylaxis have been advised to carry their EpiPen to all events			
Staff issued with first aid policy			
Form provided for record of injuries/incidents			
Access available for emergency vehicle			
A Risk Assessment has been completed			

PARTICIPANTS & OFFICIALS

Suitably qualified officials/teachers are to be used and are aware of rules and safety procedures at their event, especially throws			
Students wearing appropriate swimwear to compete			
Students have been made aware of guidelines for the use of spikes			
All attending are aware of emergency procedures and exits			

EQUIPMENT / GROUNDS

The grounds have been checked and are free of obstructions and loose objects			
Adequate facilities and shelter are available for spectators			
All event areas and equipment have been checked for age appropriate weights and heights			
Non-hazardous line marking material used			
Public facilities and buildings which are to be used have been checked			

ENVIRONMENTAL

Weather conditions appropriate for the safe conduct of the event if outdoors			
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COVID 19

COVID 19 risk assessment downloaded and followed			
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