

# **Physical Education and School Sport (PESS) policy**

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**Highfield Junior and Infant School  
Physical Education and School Sport (PESS) policy**

## **Contents**

<b>Rationale</b> .....	<b>3</b>
<b>Vision statement</b> .....	<b>3</b>
<b>Aims</b> .....	<b>3</b>
<b>Curriculum Content</b> .....	<b>4</b>
<b>Out of School Hours Learning (OSHL)</b> .....	<b>4</b>
Extra-curricular activities .....	4
General Information for running an OSHL club or competition .....	5
Sports Competitions .....	5
<b>Health and Safety</b> .....	<b>5</b>
P.E Kit .....	5
Staff Uniform .....	6
Risk assessment .....	6
Off-site sporting events .....	6
Medical Conditions and first aid .....	6
<b>Use of sports coaches and adults other than teachers (A.O.T.T) at the Prince Albert community trust</b> .....	<b>6</b>
Sports coaches .....	6
Trainee teachers .....	7
Sports apprentices and A.O.T.T .....	7
<b>Lesson resources</b> .....	<b>7</b>
<b>Monitoring and review</b> .....	<b>7</b>

## Rationale

Highfield Junior and Infant School recognises that excellent physical education, school sport and physical activity (PESSPA) provision not only improves health, reduces stress and improves concentration, but also promotes positive physical growth and development. We recognise that exercise has a positive influence on academic achievement and the overall health and wellbeing of our pupils. As a school we adopt a holistic, whole school approach to embedding and raising awareness of the positive effects of PESSPA in order that teachers, children and the wider community are aware of its importance and benefits. We provide a broad and balanced programme of PESSPA and believe every child should have access to an offer that is enjoyable, purposeful and inspires them to be physical active throughout their lives.

This policy provides good practise guidelines for the organisation and delivery of PESSPA and establishes common codes of practise for children and staff across Highfield Junior and Infant School. This ensures that PESSPA is delivered in a well-managed, safe and educational context. It also provides clarity on statutory requirements and national codes of practise.

## Vision statement

At Highfield Junior and Infant School we are committed to providing high quality physical education for all of our pupils. We strive to achieve this by providing fun and creative learning environments where children are challenged appropriately in lessons that are safe and inclusive for all pupils. At our schools we place the children at the heart of learning and we work hard to ensure that every child has the foundations in life to be the best that they can be. We believe, that through a comprehensive and well balanced PESSPA offer we can provide the platform for children to:

- Develop their social skills.
- Become physically literate through an emphasis on developing fundamental movement skills.
- Develop competency in technical skills and be able to apply them in practise.
- Make positive decisions such as selecting the best skill or strategy.
- Ignite a child's interest in physical wellbeing and a healthy lifestyle in order to establish positive lifestyle habits.

## Aims

- Enable all of our children to have access to a wide range of PESSPA opportunities.
- Deliver a holistic, progressive and purposeful P.E curriculum providing opportunities for children to develop their physical skills with increasing control and co- ordination.
- To provide consistent swimming opportunities, aiming for our children to leave school able to competently swim 25 metres and perform safe self-rescue in different water-based situations.
- To encourage children to value one another and work collaboratively with others in a wide range of group situations.
- To educate children on the lifelong positive effects of engaging in physical activity and understanding how healthy lifestyles impact our bodies.
- To encourage children to make positive decisions for themselves and be self-motivated.
- To educate children on how they can succeed in a range of physical activities and how to evaluate their own successes and what they look like.
- To inspire children's participation of physical activity through creativity, enjoyment, and imagination.

## Curriculum Content

Teaching staff should utilise the Physical Education curriculum map at their respective schools to inform the unit of work being taught each half term. The trust has invested in detailed curriculum resources from GetSet4PE which are accessible to all teaching staff. The resources support teaching staff in delivering high quality physical education and ensure that a progressive curriculum content is being taught. Where it is possible staff delivering physical education should try to frequently promote cross curricular learning. Use of ICT is also acknowledged as an excellent tool for recording movements and actions to develop children's ideas and self-awareness as well as the appropriate use of audio visual for children to observe good practise. Teaching staff delivering physical education hold the responsibility of ensuring that units of work provided are being utilised consistently and are adapted where required to meet the individual needs of their pupils and ensure that P.E is inclusive for all.

Children in nursery and reception are allocated an additional two hours physical development time in an appropriate environment. Physical Development is a continuous provision within the EYFS environment. Pupils in both KS1 and KS2 should engage in two hours of P.E each week. The P.E curriculum covers several topics such as the following have been identified through the national curriculum:

- Athletics
- Dance
- Games
- Gymnastics
- Swimming
- Outdoor and adventurous activities

Swimming is taught as a unit of work at all schools within the Trust. Children experience between 10-14 weeks/sessions of swimming per year dependent upon pool availability. Swimming is recognised as an imperative part of the children's development and further opportunities to swim will always be sought out where possible. The Trust aims to ensure that all children can swim 25 metres and can perform safe self-rescue by the time they have left our schools in Year 6.

Highfield Junior and Infant School has a department lead who works in collaboration with local school sports partnerships e.g. King Edwards School Sports Partnership and Kingsbury School Sports Partnership and various other key stakeholders who provide further support and opportunities in relation to PESSPA.

Teaching staff are offered subject specific professional development through a variety of methods such as personalised development plans, National Governing Body courses and internal twilight sessions. Teachers who are newly qualified take priority for receiving professional development opportunities and thereafter will be at the respective Head of Schools discretion. Audit tools and effective observation through learning walks will be utilised to identify staff development needs and to monitor physical education as a subject area.

## Out of School Hours Learning (OSHL)

### Extra-curricular activities

At Highfield Junior and Infant School we take pride in our commitment to the development of a broad and balanced PESSPA offer. In order to provide children with access to sport and physical activity above and beyond their school day we run a wide variety of extra-curricular clubs before and after school on an open-access basis. Daily opportunities are given for children to attend extra-curricular sports clubs with the aim of providing children with 60 minutes of physical activity every day. During lunchtimes children have access to a wide range of activities and clubs led by our play workers, sports apprentices and sports coaches. We actively encourage all children to take advantage of these free daily opportunities.

Highfield Junior and Infant School will send out details of the forthcoming club activities at the beginning of each term which enables children to select the clubs they wish to attend. The take up for OSHL clubs are monitored regularly to ensure a broad and balanced approach. There may be occasions where by clubs are organised to positively discriminate if any particular group is found to be misrepresented e.g girls football. Due to the high demand for places in our OSHL programme children are reminded of the importance of attendance in order to help foster a healthy lifestyle habit and maintain their place. Children will be selected for these activities on a first come, first served basis.

During OSHL activities the school behaviour policy applies and staffs should utilise and refer to the school behaviour policy. If in extreme cases a child's behaviour is unacceptable or poses a safeguarding risk to the other children and themselves they will be removed from the respective activities and a parent/guardian will be informed.

## General Information for running an OSHL club or competition

All parents/guardians must have provided written permission for their child to attend a club, activity or competition. Parents/guardians should be given reasonable notice before an event or competition. Competitions will be organised and risk assessed by the department lead at school. A register should always be taken in order to monitor attendance and to ensure that all children are accounted for in the event of an emergency or fire alarm. Adults working with children should wait for parents/guardian to collect children after the club has finished. In some cases parents/guardians may be contacted if their child is not collected using the emergency contact number provided on the child's consent form. Contact details for all children can be found in the main school office or consent letters provided for the activity in hand. Registers and any documentation with sensitive information (e.g. child's name and contact phone numbers) must stay with the lead member of staff delivering or supervising the activity at all times. Upon return to school this information should be stored or discarded in line with the Trust GDPR policy.

Both children and staff should wear appropriate clothing as outlined in the health and safety section. Food, sweets and chewing gum are not permitted during a club or an activity. Healthy snacks are welcomed and may be eaten at the member of staffs discretion at an appropriate time. Water is permitted and will be provided by the school. Children and parents are asked to not bring fizzy drinks or energy drinks into school under any circumstance.

## Sports Competitions

The schools play regular sporting fixtures against other schools within the local area and regionally. This introduces a competitive element to sports and allows the children to put into practice the skills that they have developed in their curriculum lessons and after school clubs. These sporting opportunities promote our pupils to foster core values such as resilience, team work, self-belief, perseverance and respect. Sports teams are selected from the children who attend OSHL clubs and those who have trialled for sporting teams. In addition to this sports staff actively seek feedback from teaching staff to identify any children who have shown an interest in representing the school. Where it is possible the school will hold team training sessions that are held on an invite only basis for those children who are identified as gifted and talented or showing potential in order to nurture and further develop their abilities.

All pupils will have the opportunity to compete in level 1 sports competitions within house teams at their respective school's sports days. The school also aims to cater for a vast amount of level 2 sporting fixtures for key stage 2.

## Health and Safety

### P.E Kit

For every P.E lesson pupils are expected to wear appropriate clothing as detailed below:

- School P.E T shirt
- Black Shorts/joggers (black, close fitting leggings may also be worn) with plimsoles/trainers.
- Games/outdoor P.E: The above clothing plus a pair of trainers.
- Swimming: Swimming costume or trunks together with a towel and swim cap if desired.
- Jewellery is not to be worn under any circumstance; any jewellery such as necklaces and watches should be left within the classroom and stored safely until the end of the lesson. Ear piercings that cannot be removed must be covered with appropriate tape or plasters safely.

Children with long hair will be required to tie their hair up with an appropriate hair tie which should be kept with their P.E kit. Children are reminded of the importance in doing so to avoid inhibited vision which can potentially a health and safety issue. Pupils are expected to bring P.E kit to every lesson. If a pupil is unfit to participate in a P.E lesson they are expected to provide a note from their parent/guardian explaining the reasons for non-participation. Pupils who do not take part in P.E should be given an appropriate active role such as coach, scorer, umpire/referee or peer evaluation. Pupils failing to bring a note will be expected to participate fully in a lesson if appropriate. Any notes bought in by children should be retained by the class teacher in order to monitor pupil participation and then discarded at the end of the respective term.

When pupils are taking part in off-site events they are expected to wear the appropriate clothing in accordance with the sport and facility. Staff will provide guidance where required to ensure that children and parents/guardians are informed of kit requirements. The school, where required will provide equipment for children to wear in the interest of the children's health and safety such as shin pads for football or cricket helmets for hard ball cricket.

## **Staff uniform**

All staff are expected to wear appropriate clothing for when they are delivering PESSPA activities. As outlined in the staff journal, staff are expected to remain professionally dressed on days where they are delivering PESSPA and get changed into appropriate clothing prior to delivery. Tracksuits may be worn but staff are asked to not wear combat trousers in order to remain smart. Trainers must be worn for all PESSPA activities to ensure that staff are safe when delivering. Staff can opt to purchase school Trust branded clothing if they so wish. If in the circumstance staff are required to wear uniform on a daily basis as part of their role at school the uniform will be provided by school.

## **Risk assessment**

The general teaching requirement for health and safety applies in this subject. Children should be encouraged to consider their own safety and the safety of others at all times. Children are expected to change into the correct clothing when participating in PESSPA as outlined above. Staff are expected to set a positive example by wearing appropriate clothing when delivering PESSPA including appropriate footwear. It is the responsibility of the member of staff delivering the respective PESSPA activity to ensure that the lesson is safe and due care is taken in order to prevent accidents and create a safe purposeful environment. This includes ensuring that any equipment set up or used within the lesson is safe to use and purposeful for the activities objectives. All guidance and recommendations for health and safety in physical education are available to staff on shared files in the one drive. Guidance has been taken from the Association for Physical Education (afPE) website and the afPE Safe Practise in Physical Education 2020 publication.

It is recognised that during PESSPA activities pupils may require water to be accessible and available. Staff should be mindful of pupils' hydration and provide appropriate water/rest breaks especially during occasions where by the environment is particularly hot such as during summer months.

## **Off-site sporting events**

All off site sporting events should be appropriately risk assessed according to school policy and organised as per the school educational visit procedures. Off-site events are to be organised at the discretion of the department lead or a member of the school SLT.

## **Medical conditions and first aid**

It is the responsibility of the staff member to take note of any medical conditions (such as asthma, diabetes or epilepsy) of individual children in their class/group so they can participate safely and as fully as possible. Any medication that should be required on an urgent basis such as inhalers or EpiPens should be with the class/group at all times in the allocated first aid bag. This should be carried with the class/group to the location of wherever the class/group carry out their PESSPA activity. If an accident occurs within the lesson or activity (e.g after schools clubs or off site sports events) the pupil needs to be seen to a qualified first aider as soon as possible. The incident should be recorded on the Trust First Aid forms including the time and full details of the accident/incident that occurred. Portable first aid kits should be taken to all off-site events and staffs supervising the event should check the first aid bag has its required contents prior to leaving school site.

## **Use of sports coaches and adults other than teachers (A.O.T.T) at Highfield Junior and Infant School.**

### **Sports coaches**

Highfield Junior and Infant School recognises that qualified and suitably trained sport coaches and apprentices can make a valuable contribution to improving the quality and range of PESSPA in our schools. On occasions the school may utilise external coaching providers to support with the delivery of out of school hours clubs and provide specialist CPD for staff. All coaches utilised to lead sessions and support in a specialist capacity must meet the following minimum requirements:

- ✓ Are over 18 years of age
- ✓ Hold a valid UKCC Level 2 coaching qualification (including safeguarding and protecting children training)
- ✓ Have appropriate insurance
- ✓ Have undertaken appropriate welfare safety checks (enhanced DBS check).

Sports coaches and sports apprentices must be audited/observed for suitability and competence prior to undertaking any coaching within the schools. This may be carried out by Highfield Junior and Infant School, School Games Organiser, department lead or a member of the respective school SLT. The coach/apprentice must meet the minimum

criteria as set out above and be suitably qualified for the activity or area of curriculum in which they are supporting. For example a coach supporting a teacher in gymnastics must hold a UKCC Level2 coaching qualification in gymnastics.

At no point should coaches/apprentices be utilised to replace teaching staff in delivering physical education across the school. Highfield Junior and Infant School recognise the importance of teaching staff delivering physical education to their respective classes and are committed to upskilling our staff in delivering physical education to support staff professional development and the sport premium aims of sustainability.

### **Trainee teachers**

ITTE students placed in schoolwork under the direct supervision of a qualified teacher. Where the teacher judges, taking into account the nature of the class, the activity to be undertaken and the skills of the student, then the student may work on his/her own, but the teacher should still be present to take over the class at any time, should the need arise.

### **Sports apprentices and A.O.T.T**

Highfield Junior and Infant School work in collaboration with the Sporting Futures UK Ltd in providing apprenticeships for young people. Those placed on an apprenticeship within the school will be undertaking a Level 2 Community Activators award. Apprentices will be placed in school at the discretion of the department lead and school SLT. At no point should apprentices be used for leading or supporting teaching staff in physical education lessons or asked to deliver them independently. There will be occasions where by apprentices will be required to lead lessons for the purpose of their units of work towards their qualification. In these situations the class teacher must still be present and remains the overall adult responsible for the health and safety of the lesson. Apprentices and A.O.T.T are allowed to lead activities for the children during out of school hours providing they are deemed competent to do so by either the department lead or Senior Leadership Team.

### **Lesson resources**

Physical education resources will be checked at all schools frequently and stock will be replenished when required. If there are any discrepancies in equipment such as breakages or any damage they should be reported to the respective school sport coach immediately in order to prevent any health and safety issues from arising. At all of our schools equipment is located in the halls where the P.E store can be found. Equipment can also be found in the designated outside store at each school. Large apparatus such as benches, mats and climbing frames are situated in the halls in a safe storage facility. Gymnastic apparatus are health and safety checked annually by outside contractors and site staff. Staff should only utilise equipment they feel confident doing so and should contact the department lead or their SLT should they require any further information.

All teachers and adults other than teachers (A.O.T.T) have access to equipment and literature, via the subject leader, and can always ask for advice when required. All teaching staff and A.O.T.Ts are responsible for the safe use of equipment and apparatus. Teaching staff and A.O.T.T's are responsible for the getting out and putting away of all equipment and apparatus, children are under no circumstances allowed inside any P.E store. If staff have requested assistance from pupils in order to give them a leadership role, pupils are to remain on the outside of the P.E store and not be in close quarters with staff at any time.

### **Monitoring and review**

The monitoring of the overall development and of the quality of teaching in P.E is the responsibility of the department lead. The department lead will also support colleagues in the delivery of PESSPA throughout the duration of the school year which will be delivered on an identified or requested needs basis. It is responsibility of the department lead to be well informed about current developments in the subject area, and to provide a strategic lead and direction for the subject within the school. The department lead will carry out frequent reviews in each of the schools in order to identify the strengths and areas of development in PESSPA in order to identify areas for development and progression. This policy will be reviewed bi-annually, or more regularly in the light of any significant new developments or in response to changes in guidance.