



**DURHAM CATHOLIC  
DISTRICT SCHOOL BOARD**  
*Learning and Living in Faith*

## **POLICY – 507**

### **Extra-Curricular Activities – Elementary and Secondary**

Area: ~~Teaching and Learning~~ Academic Services

Source: Superintendent of Education – ~~Teaching and Learning~~ Academic Services

Approved: March 27, 2000

Revised: November 9, 2020

#### **1. Introduction**

The Durham Catholic District School Board (DCDSB) values the positive ~~impact that~~ **influence of** extra-curricular activities ~~play in~~ **on academic achievement and** the social, emotional, **and** spiritual ~~and academic achievement~~ **well-being** of students, ~~and as well~~ **as** the importance of both staff and volunteers who facilitate their organization and operation.

#### **2. Definitions**

~~Coach – any type of coach, including a head coach or assistant coach.~~

~~Criminal Background Check – a document concerning an individual that was prepared by a police force or service from national data on the Canadian Police Information Centre (CPIC) database within six (6) months before the day the Board collects the document and contains information concerning the individual's personal criminal history.~~

~~Criminal Record Check – a search of police database records of an individual that includes applicable criminal convictions or findings of guilt.~~

**Criminal Record Check (CRC) (Durham Regional Police Services) – This is a basic police record check that provides criminal convictions. The CRC will include criminal convictions in Canada and summary convictions for the past five years; criminal convictions and findings of guilt under the Youth Criminal Justice Act if reason for application is for a position with a government agency.**

~~Expert – a volunteer or paid non-staff member who provides direct instruction or expertise related to a specific extra-curricular activity.~~

**Head Coach**—an employee of the Board who is designated by the principal to be responsible for the team.

**OPHEA**— Ontario Physical Health and Education Association which provides resources to school boards and educators related to physical health and education programming in schools.

**OPHEA Concussion Protocol**— Ontario Physical Activity Safety Standards recognized by the Ministry of Education to be the minimum standard for school boards.

**Parent**—includes parents, guardians and caregivers of students.

**Staff Advisor**—a staff member who is responsible for the supervision and leadership of an extra-curricular besides sports teams.

**Volunteer Worker (Volunteer)** (*Ontario Regulation 385/96*) - in respect of this policy, an individual who agrees to undertake, without pay, a designated task that supports a student, classroom, school or system initiative where the person has direct and supervisory contact with students. a worker who performs work or supplies a service but who receives no monetary compensation for doing so other than an allowance for expenses or an honorarium.

**Vulnerable Sector Check**—the same type of information included in a criminal record check that is disclosed in a criminal record and judicial matters check. This check is restricted to applicants seeking employment and/or volunteering with vulnerable individuals.

**Vulnerable Sector Check** (*Durham Regional Police Services*) – established to provide screening of individuals who intend on working or volunteering with the vulnerable. A vulnerable person is defined as a person who, because of their age, a disability, or other circumstances, whether temporary or permanent are (a) in a position of dependence on others or (b) are otherwise at a greater risk than the general population of being harmed by a person in position or authority or trust relative to them. This type of screening is required for the following types of positions: teacher, social worker, taxi driver, daycare worker, sport coaches, etc.

### 3. Purpose

The purpose of this policy is to provide a framework for the delivery and supervision of extra-curricular activities and programs. Such activities may include inter-school/intramural athletics, or student clubs and activities that typically take place outside the instructional school day or over a lunch period.

### 4. Application / Scope

This policy applies to all extra-curricular activities and programs and their delivery in elementary and secondary schools by school staff (teaching and non-teaching) and volunteers.

## 5. Principles

5.1 The Board recognizes:

- 5.1.1 that extra-curricular activities ~~compliment~~ complement the ~~social, emotional, spiritual and~~ academic program and support the social, emotional, and spiritual well-being of students, including the on-going development of the values, attitudes, and actions expressed in the Ontario Catholic School Graduate Expectations.
- ~~5.1.2 that principals have the sole responsibility for approving extra-curricular activities;~~
- 5.1.3 the positive role of staff/volunteer involvement in the delivery of extra-curricular activities;
- 5.1.4 that extra-curricular activities should be organized/conducted in an equitable and inclusive manner that is cognizant of and accommodates the diversity of all students; and
- 5.1.5 that extra-curricular activities must be respectful of and consistent with Catholic teachings and the DCDSB Code of Conduct.
- 5.1.6 ~~that staff may, at various times require the support of volunteers or others external to their school to facilitate the delivery of extra-curricular activities and programs~~

## 6. Requirements

6.1 The Director of Education, ~~or designate~~, shall issue administrative procedures to support this policy and amend them thereafter as the need ~~may~~ arise.

6.2 Principals shall:

- 6.2.1 approve the ~~nature~~, ~~type~~, ~~purpose and goals~~ of all school based extra-curricular activities.
- 6.2.2 ~~Principals shall~~ approve all individuals who are assigned the responsibility of facilitating ~~and supervising~~ extra-curricular activities (e.g., staff advisor, coach). ~~or programs~~. At various times, staff may require the support of volunteers or others external to their school to facilitate the delivery of extra-curricular activities.
- 6.2.3 ~~Principals shall~~ approve the use of volunteers with respect to extra-curricular activities ~~and programs~~ consistent with the Volunteer Policy (PO413) ~~and Volunteer Administrative Procedure (AP413-1)~~ upon receipt of a Criminal Background Check, which includes the Vulnerable Sector Check.

- 6.2.4 Principals must ensure that all staff and volunteers who support extra-curricular inter-school/intramural sports understand and follow the relevant DCDSB policies and procedures, including, but not limited to:
- Concussion Management Policy (PO614) and its attendant Concussion Management administrative procedure (AP614-1)
  - Anti-Racism Policy (PO200) and its attendant administrative procedure
  - Equity and Inclusive Education Policy (PO216) and its attendant administrative procedures
  - Volunteers in Schools Policy (PO413)
  - Accessibility Policy (PO434) and its relevant administrative procedures
  - Student Excursions and/or Exchanges for Educational Purposes Policy (PO512) and its attendant administrative procedure
  - Code of Conduct Policy (PO610) and its attendant administrative procedures
  - Student Discipline Policy (PO611) and its attendant administrative procedure
- 6.2.5 endeavour to offer a variety of extra-curricular activities that reflect diverse student interests, abilities, and identities.
- 6.2.6 Principals must ensure that appropriate relevant DCDSB policies, procedures, regulations and guidelines are followed. (e.g., DECA Rules, OPHEA guidelines, LOSSA regulations) are in place and followed
- 6.2.7 Principals must ensure that the delivery of extra-curricular activities or programs, including those conducted by a third party, meet the Ontario Physical Health Education Association (Ophea) safety guidelines and insurance requirements.

## 7. Sources

Nil

## 8. Related Policies and Administrative Procedures

- 8.1 Anti-Racism Policy (PO200)
- 8.2 Responding to Incidents of Racism and Discrimination Administrative Procedure (AP200-1)
- 8.3 Equity and Inclusive Education Policy (PO216)
- 8.4 Equity and Inclusive Education Administrative Procedure (AP216-1)
- 8.5 Religious Accommodation Administrative Procedure (AP216-2)
- 8.6 Student Groups Administrative Procedure (AP216-3)
- 8.7 Criminal Records Checks and Offence Declarations Policy (PO314)
- 8.8 Volunteers in Schools Policy (PO413)
- 8.9 Volunteer Administrative Procedure (AP413-1)
- 8.10 Accessibility Policy (PO434)
- 8.11 Accessible Student Transportation (AP434-10)
- 8.12 Student Excursions and/or Exchanges for Educational Purposes Policy (PO512)

- 8.13 Student Excursions and/or Exchanges for Educational Purposes Administrative Procedure (PO512)
- 8.14 Code of Conduct Policy (PO610)
- 8.15 Code of Conduct Administrative Procedure (AP610-1)
- 8.16 Appropriate Dress for Pupils Administrative Procedure (AP610-2)
- 8.17 Student Discipline Policy (PO611)
- 8.18 Student Discipline Administrative Procedure (AP611-1)
- 8.19 Concussion Management Policy (PO614)
- 8.20 Concussion Management Administrative Procedure (AP614-1)