



STEDIN COLLEGE AND PRIMARY SCHOOL

EXTRAMURAL POLICY – CLUBS, SOCIETIES AND CULTURAL ACTIVITIES POLICY

APPROACH

The school as an educational institutions should be the place where clubs, societies and cultural activities (hereinafter referred to as cultural activities) are developed as part of the greater educational goal to prepare the child for the adult life and to promote ethical and moral behaviour are promoted.

Clubs, Societies and Cultural activities develop the creative spirit in learners and foster a strong desire for self-expression and the development of innate talents. The search for excellence and distinction is a natural passion of human beings.

These activities offer the participant multiple educational values such as:

- Teamwork
- Co-operation
- Perseverance
- The formation of ethical and moral values
- Servant leadership
- Time management a sense of responsibility
- Increased self confidence
- Compassion for the less fortunate
- The creation of solidarity and cohesion
- Community empowerment
- Inter-cultural understanding and tolerance
- Increased academic performance

PURPOSE

The purpose of this policy is to:

- a. Govern the cultural areas offered by Stedin College and Primary School and the manner in which the various cultural codes will be managed;
- b. Ensure at all times that learners are given equal opportunity to participate in their cultural activity of choice, are treated fairly and attain their full potential;
- c. Promote fair conduct at all times.

GUIDING PRINCIPLES

In all age groups and cultural areas the following guiding principles will be adhered to:

- a. Cultural excellence will be sought **ALONGSIDE** committed participation;

- b. Respect, good manners and appropriate dress code in all the cultural areas;
- c. Zero tolerance of foul language and inappropriate behaviour by learners, teachers or staff at practices or in performance situations;
- d. The encouragement of wider learner participation in cultural areas through the provision of appropriate cultural opportunities for less talented learners.

STRUCTURE AND APPOINTMENT OF TEACHERS/INSTRUCTORS

All cultural areas will be overseen by a Cultural Co-ordinator who will be involved in a cultural activity. The Cultural Co-ordinator will report to the School Principal. The Cultural Co-ordinator is responsible for ensuring that the cultural policy is effectively implemented and adhered to.

The following will apply:

- a. Each cultural area will be assigned a teacher/s in charge;
- b. The teacher in charge will draw up a register of all participants in the cultural area and keep a register;
- c. The teacher in charge so appointed must have the relevant expertise, knowledge, experience and commitment required to carry out the responsibilities effectively;
- d. Teachers in charge are expected to promote and develop their cultural activity with the aim of recruiting more participants and promoting excellence;
- e. Cultural activities are held in the main on Friday afternoons after school, and during any scheduled inter-schools' league on the scheduled competition date;
- f. The Cultural Co-ordinator will co-ordinate all cultural activities and ensure that the cultural programme is developed and promoted for the benefit of all learners, teachers and the greater community.
- g. the Cultural Co-ordinator will work with teachers in charge in the hosting of events and programmes in the school, such as stage presentations, cultural presentations and important events.

CULTURAL AREAS

The following cultural areas are offered:

Choir

Debating

Public Speaking

Interhouse Plays

Chess

Computer Club

Interact

President's Awards

AGE GROUPING

Participation in sport or a cultural activity is seen as a form of development. For Stedin learners it is therefore compulsory to participate in at least one sport and one cultural activity. The following principles will apply to age grouping:

Choir: open to all Grades

Chess: open to all Grades

Junior Debating: Grade 8 and 9

Senior Debating: Grades 10 – 12

Junior Public Speaking: Grade 8 and 9

Senior Public Speaking: Grades 10 – 12

Interhouse Plays: open to all Grades, participation according to House, but Grade 12s are limited in their involvement because of their demanding academic course

SELECTION

Choir: Auditions

Chess: Players will earn a place in the team based on skill. Any new player may challenge a team member for their place. This will be arranged with the teacher in charge.

Debating: based on participation and performance (Speaker points)

Public Speaking: qualify through participation and selection in initial internal round.

Eisteddfod: based on paid participation.

INTERHOUSE PLAYS

This requires actors, writers, directors, stage managers, costume designers, make-up artists, technical crew and any other supporting role. Playwrights, directors and actors undergo the following selection process:

- Writers - Learners must submit a synopsis of the story they want to write, as an individual, pair or group. All writers must be Stedin learners and all writing teams must be part of the same house. Based on this synopsis a story (that best suits the theme) will be chosen.
- Directors – Learners must submit a short essay motivating why they think they should be directing the play for their house. Based on this essay they may or may not receive a “callback” interview.
- Actors – Learners must sign up for an audition, which will happen when the script has been finalised. During the audition the director and writer will choose the cast based on their vision for the production.
- A signed agreement confirming commitment for participation is required. Non-compliance without a valid reason will lead to withdrawal from the play, as well as loss of eligibility for the following year.

PRACTICE ATTENDANCE

Attendances at practice are compulsory and the following will apply:

- a. Learners must notify their instructor a day in advance in person, or in writing with a letter from their parent/guardian if they want to be excused from practice. A relevant reason must be included;
- b. When a learner commits to an activity they cannot withdraw without a legitimate reason.

CODE OF CONDUCT

All instructors and participants will adhere to the code of conduct attributable to them, namely:

TEACHERS:

- a. Teachers must be present punctually for practices and in good time for events.
- b. No cultural practice may be cancelled.
- c. If a teacher is unable to attend practice or an event, 24 hours' notice must be given to the Cultural Co-ordinator so that an alternative arrangement can be made;
- d. No smoking or the use of cell phones during practice or performances will be allowed;
- e. The teacher is obliged to accommodate as many of the participants in a performance as possible in order to promote the development of all the participants;
- f. Teachers will be expected to dress appropriately for practices and events;
- g. Good manners and respect for the performers, opponents and the adjudicators are essential;
- h. No public or private criticism of the adjudicator/s will be allowed. Such behaviour could result in the teacher being given a written warning or disciplinary hearing;

PERFORMERS/PARTICIPANTS

- i. All participants are to be committed and reliable;
- j. Good manners and respect for fellow participants, the instructor/s, opponents and the adjudicator/s are essential;
- k. Any disagreement with the adjudicator/s can only be addressed through the cultural area captain after the event;
- l. Participants must dress according to the school's dress regulations for practices and events. If participants are not dressed in the correct attire, they will not be allowed to participate in the event;
- m. NO foul language or slandering of fellow participants, instructors, opponents or adjudicator/s will be allowed;
- n. Participants will report as stipulated by the teachers for practices and events;
- o. Participants who do not adhere to the code of conduct could be removed from the cultural activity and not be allowed to participate in any school cultural activities and will not receive any awards or recognition in any other area of the school.

PARENTS

Parent support and attendance at cultural events forms an important part of the Stedin cultural ethos.

Parents are therefore expected to:

- p. Support school cultural activities in a positive manner;
- q. Not to use foul language, smoke in the vicinity of the performers, criticize the performers, instructors, opponents, or adjudicators;
- r. Actively demonstrate good manners at all times.

TOURS

A touring group is first and foremost representing Stedin. The following will apply to tours:

- a. Any request to take part in festivals/competitions or go on tour must be made through the Cultural Co-ordinator who must then obtain approval for the tour from the School Management Committee, Finance Committee and SGB.
- b. For local events/tours the approval must be obtained at least 3 months prior to the proposed departure date; for international tours the approval must be obtained at least 12 months prior to the departure date;
- c. The financial implication of international tours is significant – for parents and for other school fundraising events – and must be seen as the exception rather than as the rule;
- d. The approval process for each tour must include (but may not be limited to) an itinerary, a budget showing the full cost of the tour, a detailed plan of how the funds are to be raised and which educators and instructors (group management) will be leading the tour party;
- e. In respect of international tours, the group management leading the tour must depart and return with the touring party. If they wish to break their itinerary and depart and/or return on different dates to those of the touring party, they will not be considered as part of the touring party and will not benefit from any fundraising;
- f. In selecting the group management to lead the touring party, preference will be given to educators and instructors involved in the cultural area. No nepotism will be condoned;
- g. No smoking or consumption of alcohol will be allowed by any member of the group management in the presence of the participants and under no circumstances are any participants allowed to smoke or consume any alcohol. This includes while being transported to the tour destination;
- h. As far as possible, the entire touring party is to be accommodated together and at all times the group management is required to know the whereabouts of each and every participant; however, it is recognized that touring groups may be hosted by host families. In such circumstances the group management must ensure that they know where each learner is staying and they have a contact number of the host family;
- i. Local tours can be arranged for any age group as festivals and tournaments etc are arranged by age group category. Generally, participants within the age group are eligible for selection;
- j. International tours can be arranged for any age group but preference will be given to the participants from the senior sections of the cultural activities.
- k. Performers who enjoy a full or partial School Fees exemption and/or who are in arrears with paying their school fees will not be eligible to be selected for international tours;
- l. Where local tours require road transport in excess of 8 hours, air travel should be considered for safety reasons.

TECHNICAL TEAMS

Technical team function and purpose

- a. To provide sound and lighting for school events such as assemblies, cultural events etc.
- b. The learners are operators and not technicians. They can only work with what they have and if a system is not working they cannot be expected to fix it.
- c. They are not DJ's, announcers, MC's etc nor are they expected to provide music or anything extra for a function.

CUTURAL AND SERVICE AWARDS

The awards should be carefully considered and approved by a Cultural and Service Awards Committee. The Cultural and Service Awards Committee shall comprise the Principal, SMT Member, liaison teachers and Cultural Co-ordinator. Cultural and Service awards should be awarded in accordance with the criteria contained in Annexure – Cultural and Service Awards Criteria. These should be assessed and updated annually.