



Small School Participation Policy

Policy number	EV-008	Version	1.0
Approved by SIA Directors	21 June 2023	Scheduled review date	2026
Date Reviewed	28 August 2024	No amendments required	

Introduction

Schools in Action's vision is to have more students playing more sport in more schools. Schools in Action (SIA) recognise that there are schools with small a population of students and that this may impact their ability to create an 'All Schools' team to participate at an SIA event.

Scope

This policy outlines the process for a school with a small student population to create an 'All Schools' team with one other school with similar circumstances to participate at a SIA event.

Policy Statement

This policy can be used for school sport team events and individual school sporting events.

This policy is only to be used by small schools that meet the following criteria:

- Has less than 500 students in secondary school,
- Has less than 700 students combined in a primary / secondary school.

One of the schools must have a minimum of a third of the team participating.

Responsibilities

It is the responsibility of a school that meets the student population criteria above to engage and coordinate with other schools with similar criteria the creation of a team for a SIA event. SIA will publicise that a school is seeking to partner with another school or schools but will not be involved in the negotiations between these schools.

Procedures

1. The schools are to jointly notify SIA that they wish to register to participate in a SIA event with the following details:
 - a. The name of the school(s) that are combining to form a team,



- b. The name of the team, e.g., Brighton/Yale Combined Schools,
 - c. A letter of permission from the Principal of all schools that they approve that a combined school team can participate at the event,
 - d. The contact person name, email and mobile number coordinating each school's participation,
 - e. The main contact for all correspondence in relation to the event;
 - i. Name
 - ii. Email address
 - iii. Mobile number,
2. On receiving all required information SIA will notify the schools to confirm if participation has been approved or not.
 3. All bulletins, invoices and required team information will be emailed to the main contact.
 4. It is the main contact's responsibility to ensure that all documentation and invoices are paid. SIA will not split invoices between the schools.

Authorisation

A handwritten signature in black ink, appearing to read "D. Sutton", written over a horizontal line.

Deneille Sutton - Director

A handwritten signature in black ink, appearing to read "M. Grant", written over a horizontal line.

Michael Grant - Director