

WISE INDIAN PRIVATE SCHOOL						
King Faisal Street						
Al Riqqah,						
Umm Al Quwain						
UAE						
POLICY NAME		<u>Policy on Extracurricular Activities</u>			POLICY NO.	WISE/POL/ACA/006
EFFECTIVE DATE	April 1, 2021	DATE OF LAST REVISION	March, 2024	VERSION NO.	002	

VERSION HISTORY					
VERSION	AUTHOR	REVISION DATE	DESCRIPTION OF CHANGE	APPROVED By:	Signature of Approving Authority:
001	Kavitha Ashly Admin Officer	April 1, 2021	New Policy Draft	Sofiya Singh Principal	
002	Ambika M Admin Officer	March 1, 2024	Policy Revision	Anjana Iraddi Principal	

DEFINITION:

Extra-curricular activities refer to a range of meaningful complementary programs that extend and enhance the taught curriculum and develop the potential of all students whether on-campus or off-campus (e.g. field trips, robotics, STEAM activities, social or physical activities like sports and running). These additional optional programs or activities may be offered in several ways and cover a variety of areas of student development and student interests, taking into account the religious, social and cultural norms of the UAE.

PURPOSE:

To ensure that School provide additional activities for a wide range of students' needs and interests in order to help them develop as healthy, confident, creative, socially adept and culturally aware individuals.

POLICY FRAMEWORK:

- The school provides extra-curricular activities to only those students who are enrolled in the school.
- The school offers comprehensive, balanced and appropriate extra-curricular activities to support students' growth and encourage their participation.
- The school keeps records of students' attendance in these activities and are properly and continuously supervised.
- Extra-curricular activities will not be conducted when compulsory classes are taking place.
- All extracurricular activities of the school are conducted before and after school hours, weekends and school holidays.
- All extra-curricular activities are planned by considering religious, cultural and social norms of the UAE and the morals, customs and traditions of UAE society.
- Every participating student must have a prior signed written consent form from his/her Parent/Guardian to take part in any School extra-curricular activity.

Fees for extra-curricular activities

- Fees associated with optional, extra-curricular activities which incur separate charges will not be included as part of tuition fees
- The school will collect these charges along with the signed written consent form from his/her Parent/Guardian.

Supervision at all Times

- The school provides adequate and qualified adult supervision for all School activities, including local trips and trips abroad as well as recreational, break and play times.
- Supervisors will take into account the nature of the activity and the ages and numbers of participating students.
- The school ensures that an emergency plan is prepared to face any challenges.
- Students will not be left unsupervised at School at any time, whether before, during or after the day's lessons and/or during extra-curricular activities.
- Students attending after School activities or field trips will be supervised until they are picked up by authorised people or are delivered home via School transportation.
- School will accurately and continuously record students' attendance at all School extra-curricular activities.

The Availability of Medically Qualified Staff and Risk Assessment

- Whenever sporting or other extra-curricular activities take place, a qualified person shall be on duty to provide emergency first aid services.
- A first aid kit will be available at all times to administer emergency treatment to an injured or sick person before professional medical care is available.
- The School shall conduct risk assessments for all extra-curricular activities and ensure that all

such activities are managed at all times in a safe and secure manner.

Extracurricular activities in adverse situation:

- In case of any unforeseen situations, the school will follow guidelines and instructions from MOE.