



THAMES VALLEY DISTRICT SCHOOL BOARD

ELEMENTARY SPORTS COUNCIL

Established 2000

Revised 2023

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Constitution

1.0 Statement of Aims and Expectations

To offer all students in the Thames Valley District School Board the opportunity to participate in an athletic program that is organized and administered by the Elementary Sports Council, within the context of an education environment, according to the aims and expectations of the Thames Valley District School Board.

Expectations:

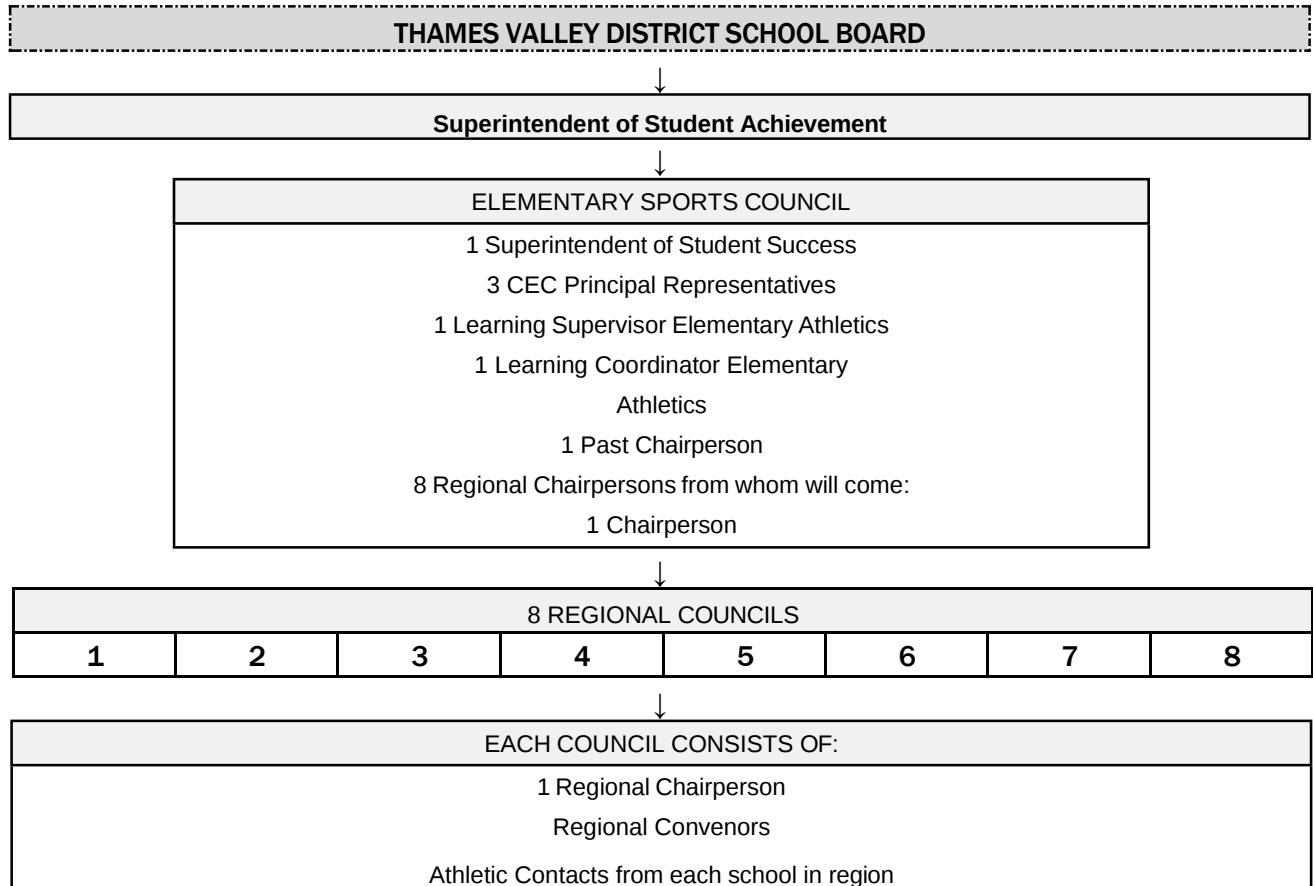
- a) Provide an environment for participation and competition within the schools in which the following ideals are nurtured and developed:
- fair play;
 - respect for self and others;
 - cooperation;
 - self-discipline;
 - positive leadership;
 - fun;
 - participation and skill development;
 - tolerance and commitment.

The co-instructional program offers students the opportunity to participate and compete. In the primary and junior divisions, an emphasis should be placed on participation and student involvement in a variety of activities. At the intermediate division, opportunity for interschool competitive experiences should be structured to enhance the overall development of the student athlete and develop the ideals listed above.

- b) Promote interschool athletics as a co-curricular program having an integral place in the total school curriculum.
- c) Encourage principals to acquire staff whose qualifications and abilities will enable them to contribute effectively in both the curricular and co-instructional programs.
- d) Encourage and support in-service opportunities for teacher-coaches and volunteers.
- e) Demonstrate to students, fellow staff members and community a high level of professionalism and concern for the student's total education and well-being.

- f) Provide programs for athletes that are appropriate to their age and level of development.
- g) Foster excellence in student performance and fair play.

2.0 Organizational Model



WEST London

Arthur Ford
Byron Northview
Byron Somerset
Byron Southwood
Kensal Park
Lambeth
Mountsfield
Matthews Hall*

Sherwood Fox
Sir Isaac Brock
Tecumseh
Victoria
Westmount
Woodland Heights
Wortley Road

SOUTH London

Arthur Stringer
Ashley Oaks
CC Carrothers
Cleardale
Glen Cairn
Nicholas Wilson

Princess Elizabeth
Rick Hansen
Sir GE Cartier
Summerside
White Oaks
Wilton Grove

EAST London

Aberdeen
Bonaventure Meadows
Ealing
East Carling
FD Roosevelt
River Heights *(JK-3)
Gabrielle Dumont* (7-8)
JP Robarts
LB Pearson

Lord Nelson
Northdale Central (4-8)
Prince Charles
Princess Anne

Tamis*(JK-6)
Trafalgar
Tweedsmuir

NORTHEAST London

Cedar Hollow
Centennial Central
Chippewa
Evelyn Harrison
Hillcrest
Knollwood
Lord Elgin
Lord Roberts
West Nissouri

Louise Arbour French Immersion
Northbrae
Northridge
Old North
Sir J.A. MacDonald
St. George's
Stoney Creek

NORTHWEST London

Clara Brenton
Eagle Heights
Emily Carr
Jack Chambers
Jeanne Sauve French Immersion
John Dearness
Marie Curie*(JK-6)

Masonville
Orchard Park
Riverside
Sir Arthur Currie
Stoneybrook
University Heights
West Oaks French Immersion
Wilfrid Jury

NORTHEAST Oxford

AJ Baker
Algonquin
Annandale
Blenheim
Roch Carrier French Immersion
Royal Roads
South Ridge
Southside
Springbank
Tavistock
Thamesford
Westfield
Winchester

Northdale
Oliver Stephens
Plattsville
Central
East Oxford
Eastdale
Emily Stowe
Harrisfield
Hickson Central
Innerkip
Laurie Hawkins
Zorra Highland

SOUTHWEST Elgin

Aldbrough
Davenport (4-8)
Dunwich-Dutton
Elgin Court
Forest Park
John Wise
June Rose Callwood
Kettle Creek
Locke's
Immanuel Christian School Aylmer*
McGregor (JK-3)
Mitchell Hepburn
New Sarum

Pierre Elliott Trudeau (FI)
Port Burwell (JK-6)
Kettle Creek
South Dorchester (JK-6)
Southwold
Eva Circe-Cote FI
Springfield (JK-6)
Straffordville
Summer's Corners

NORTHWEST Middlesex

Adelaide-WG MacDonald
Antler River *
Caradoc
Caradoc North
Delaware Central
East Williams
Ekcoe Central
J S Buchanan
Mary Wright
Wilberforce

McGillivray Central
Mosa Central
North Meadows
Oxbow
Parkhill-West Williams
Parkview
Standing Stone*
Strathroy Christian*
Valleyview

*May Apply for Affiliate Status

4.0 Member Schools

- 4.1** Member schools are under the jurisdiction of the Thames Valley District School Board to provide co-instructional athletic programs.
- 4.2** Schools within the Thames Valley District School Board boundaries who seek affiliate school status must make annual application through the Learning Coordinator – Elementary Athletics to the Elementary Sports Council for approval to be involved in Elementary Sports Council (ESC) programming for that year.

5.0 Elementary Sports Council

5.1 Role of the Elementary Sports Council (ESC)

The Sports Council shall be responsible for overseeing, upholding and modifying as required all by-laws pertaining to the co-instructional athletic programs in the Thames Valley District School Board elementary schools.

5.2 Membership

The ESC shall consist of the executive, consisting of a Chairperson, Past Chairperson, Vice-Chairperson. Members at large include TVDSB Learning Coordinator of Elementary Athletics, three Principal representatives, the Learning Supervisor -Athletics, a Superintendent of Student Achievement and eight Regional Chairpersons; the Vice-Chairperson and Chairperson will each be selected from one of the executive regional chairpersons.

6.0 The Elementary Sports Council Executive

- 6.1** The ESC Executive, with the exception of the Past Chairperson, shall be elected from within the Elementary Sports Council at the final spring ESC meeting of the year. Duties of the new executive will commence in September of each school year. The tenure for these positions is one school year, commencing in September and ending in June. A maximum of two years is permitted.
- 6.2 Chairperson**
 - a)** The Chairperson shall provide input to Learning Coordinator of Elementary Athletics for each meeting agenda
 - b)** Shall be spokesperson for the ESC;

6.3 Past Chairperson

- a) Shall sit on the Elementary Sports Council for an additional year as a resource person to the Executive members and the Council at large;
- b) Shall take on responsibility of the Chairperson in their absence.

7.0 Principal Representatives

- a) Three Principals shall be appointed;
- b) Shall provide a link with the Elementary Principals in the TVDSB.

8.0 Elementary Athletics- Learning Coordinator

8.1 Program Services Officer-Athletics

The responsibilities of the Program Services Officer-Athletics, related to the Elementary Sports Council shall include but not be limited to:

- a) Booking facilities and equipment;
- b) Coordinating schedules;
- c) Purchasing and distributing awards;
- d) Arranging for waste removal;
- e) Arranging on-site first aid;
- f) Seeking corporate sponsorships;
- g) Following up to ensure local news media have been contacted prior to the Regional and TVDSB Championships.
- h) Coordinating the activities of the Regional Convenors;
- i) Providing written acknowledgments to all Convenors;
- j) Making reports at the Sports Council meetings;
- k) Documenting all Sports Council actions related to appeals;
- l) Maintain records of all winners; updating and maintaining system communication of system-wide results;
- m) Communicating to all schools of sign-up meetings for all sports offered by Sports Council through Learning Support Services;
- n) Communicating information to schools regarding: meetings, release time, transportation, events and calendars;
- o) Shall ensure that the sports calendar is developed for the following year, after consultation with the executive in conjunction with ESC

- p) Developing the annual budget proposal for Elementary Athletics;
- q) Maintaining the annual budget for the Elementary Sports Council
- r) Extending invitations to VIPs to attend Sports Council functions and finals.

9.0 Elementary Sports Council Operating Guidelines

9.1 Voting Procedures

- a) Each ESC member has one vote;
- b) Voting is conducted with a show of hands;
- c) A quorum of 7 is necessary;
- d) A majority vote of members in attendance is necessary to pass any item.

9.2 Agenda Items

Agenda items may be submitted to the Chairperson by:

- a) Principals through their CEC Principal Representatives;
- b) Teachers/coaches through their Regional Sports Council Chairperson.

Agenda items may be forwarded to the Chairperson by the:

- a) Superintendent of Student Achievement;
- b) Members of the ESC.

Agenda items shall be proposed and forwarded to the Chairperson:

- a) In writing;
- b) With appropriate background material;
- c) In the form of a recommendation.

9.3 Motions Passed

Motions passed by the ESC will be incorporated into the constitution where appropriate.

9.4 Minutes

Shall be distributed by e-mail to all ESC Members for regional and system distribution.

10.0 Regional Sports Council

The membership of each Regional Sports Council consists of one athletic contact from each school per region.

10.1 Chairperson

- a) Shall be elected at the spring regional meeting by the regional membership;

- b) Shall coordinate each regional meeting, and determine a place and time;
- c) Shall distribute pertinent information from all ESC meetings to all schools within their region
- d) Shall be the spokesperson for the region at Elementary Sports Council;
- e) Shall summarize and convey regional issues/ concerns to ESC.
- f) Shall coordinate Regional Sports Convenors for each activity within the region.

10.2 Regional and Valley Sports Convenors

- a) Can be appointed annually, one for each activity offered by the Sports Council; ideally first year as assistant, second year as a Convenor;
 - i) Can suggest their successor(s) for the following season.
- b) Shall organize pre-season and post-season meetings as applicable for the coaches of their activity and prepare the agenda and minutes from the meetings;
- c) Shall organize and schedule playoffs, in consultation with the coaches of their activity
- d) Shall contact referees for Regional Play-offs and Finals
- e) The Regional Convenor of sports, with the approval of the Sports Council Executive, has the flexibility to balance participation in order to ensure safe and efficient competition for all involved;
- f) Shall submit to Elementary Sports Council Regional Chairperson and the Valley Convenor a sports specific report which shall include:
 - i) Championship winners;
 - ii) Coaches' proposals that affect the constitution, and sports by-laws;
 - iii) Recommendations to improve future events;
 - iv) Number of teams and students who participated;
 - v) Any media pictures.

11.0 Regional Sports Council Operating Guidelines

11.1 Voting Procedures

- a) Each participating school has one vote;
- b) Voting is conducted with a show of hands (secret ballot acceptable upon the request of a member);

- c) A majority of those members in attendance is necessary to pass any item (51% of the Regional Council constitutes a quorum).

11.2 Agenda Items

- a) Agenda items shall be forwarded to the Chairperson;
- b) The Chair shall rule on the admissibility of the item;
- c) The Chair shall prioritize the items;
- d) The Chair shall forward, where possible, the agenda with necessary documentation to the members one week before the meeting.

11.3 Minutes

Can be distributed to:

- a) All schools within the region and to the Program Services Officer – Athletics

12.0 Coaches' Code of Ethics

As a professional educator and/or volunteer coach within the Elementary Sports Council I will endeavour to:

- a) Exemplify a positive role model for students;
- b) Respect the integrity and personality of the individual athlete;
- c) Encourage maximum pupil participation;
- d) Temper the goal of winning with positive, competitive learning experiences;
- e) Encourage sportsmanship and fair play;
- f) Abide by the rules of the game in letter and in spirit;
- g) Respect the integrity and judgment of the officials;
- h) Demonstrate a continuing interest in coaching principles and techniques through professional improvement;
- j) Encourage respect for all athletes and their values;
- k) Display modesty in victory and graciousness in defeat;
- l) Promote ethical relationships among coaches;
- m) Encourage proper training practices in preparation for participation;
- n) Develop qualities of leadership, initiative, good judgment and sporting attitude in each athlete;
- o) Follow the ESC Gender Equity Policy.(see Appendix A)

13.0 Coaches' Code of Conduct

All coaches are directly responsible to the Principal of their school for proper conduct when supervising student athletes under their care.

13.1 Behaviour

- a) Coaches are responsible for the proper conduct of the student athletes under their care;

- b) Coaches shall follow the Code of Ethics;
- c) Coaches shall be knowledgeable of and comply with the rules of competition as established for each activity;

14.0 Student Athletes' Code of Conduct

Students may only play on school teams where their OSR resides. (Exceptional cases may be brought forward to ESC and will involve school principals)

As a participant within the Elementary Sports Council, **THE STUDENT ATHLETE SHALL** abide by the following expectations:

- a) Participate in a spirit of fair play;
- b) Adhere to the applicable rules of the athletic event, host site, and home school;
- c) Respect the decisions of the officials, adult supervisors and teachers on-site;
- d) Wear appropriate athletic clothing that reflects the school dress code and adheres to the sport specific rules as found in the Sport By-Laws.
- e) Use courteous and respectful language and good manners and at all times be sensitive to the needs and feelings of others;
- f) Ensure that the athletic site is left litter-free.

14.1 Failure to Adhere

If a situation arises where the student athlete fails to adhere to the Code of Conduct, the following consequence(s) may be applied:

- a) Removal from the game or event;
- b) Removal from the athletic event for the remainder of the day;
- c) Removal from the site and returned to their home school; or
- d) Removal from all athletic participation for a designated team.
- e) In the event of inappropriate conduct by an athlete, the principal of the school in which the student is enrolled will be advised, and further consequences may be determined by the school principal.

15.0 Process for Resolving Disputes:

In the event that an issue arises regarding an inter-school athletic activity, the following process shall be used:

- a) An attempt will be made to resolve the issue at the time of the incident with the people involved;
- b) The issue, if not resolved at the school level by the Principals, Coaches and other involved parties, shall be forwarded in writing to Learning Support Services-Athletics, Attention: Program Officer-Elementary Athletics;

- c) Learning Support Services -Elementary Athletics shall gather relevant information and consult the ESC Chairperson, the Learning Supervisor , and, if necessary, the Superintendent of Student Achievement within the framework of the Constitution.
- d) If attempts at resolution through the Program Services Officer, ESC chair (as appropriate), and Learning Supervisor are unsuccessful, the Superintendent of Student Achievement associated with the ESC shall make the final decision in response to the dispute.

16.0 TVDSB Elementary Sports Council Gender Equity:

- 16.1** The TVDSB Elementary Sports Council values fair gender-equitable access for student-athletes, coaches, officials and administrators to participate, compete and/or lead in elementary co-instructional athletic events and activities.
- 16.2** Equity does not necessarily mean that all persons are treated exactly the same; rather all persons will be afforded the opportunity to be treated fairly.
- 16.3** The TVDSB ESC will adhere to the Gender Equity Policy and Procedures followed by the Thames Valley District School Board whenever rendering decisions related to gender equity issues for elementary athletics (see Appendix A).
- 16.4** The TVDSB ESC will distribute to schools a Gender Equity Checklist. The Gender Equity Checklist will be used by schools to determine gender equitable accessibility to elementary sports activities for students within the school (see Appendix B).

Appendix A

TVDSB ELEMENTARY SPORTS COUNCIL (ESC) **GENDER EQUITY FRAMEWORK**

1.0 VISION:

Elementary students will enjoy a full and equitable range of opportunities for participation, officiating, competition and leadership in school sport activities.

2.0 GOAL:

Through the implementation of this framework, it is the intent of the TVDSB ESC to continue to raise awareness and educate stakeholders in order to maintain gender equitable opportunities for students in elementary school sport.

3.0 COMMITMENT STATEMENTS:

- a) The TVDSB ESC is committed to gender equity.
- b) The TVDSB ESC is committed to educating and providing support to its members through the development and distribution of a gender equity policy.
- c) The TVDSB ESC believes that the elimination of barriers to participation will contribute to the achievement of gender equity.
- d) The TVDSB ESC believes that gender equity should serve as a guiding principle for all decisions and operations of the Elementary Sports Council and is a key consideration when developing, updating or delivering ESC programs, policies and initiatives.

4.0 ACTIONS:

4.1 Championship Opportunities

Statement:

The TVDSB ESC will strive to provide equitable championship opportunities for elementary student-athletes.

*The student's gender for athletic participation is determined by the the student's lived gender identity

Actions:

- a) Gender equity will be a guideline for determining the composition of championship opportunities as outlined on the annual ESC calendar of events.

4.2 Committee Structure

Statement:

The TVDSB ESC will strive to have equitable gender representation on all committees.

Actions:

- a) The TVDSB ESC will make a conscious effort to encourage equitable gender involvement in the leadership of ESC committees and activities.
- b) The TVDSB ESC will continually monitor committee representation.

4.3 Student-Athlete Participation

Statement:

All students have the right to play for the sports team that best aligns with their gender identity, regardless of their assigned sex at birth. Non-binary and genderqueer students may participate on either male or female teams, although they must choose one team, per sport. For example, a non-binary or genderqueer student may play for the boy's basketball team and the girl's soccer team, but may not play for both the boy's and girl's basketball teams.

Special attention must be given to accommodations necessary for a student to participate in physical education, school organized sports, and certain classes. Dress codes for sports play should be flexible but must adhere to safety guidelines as determined by OPHEA.

Determining an accommodation for sport may require sensitive forms of inquiry into a person's identity creed, belief or practice. According to OHRC, accommodation providers should take requests for accommodation in good faith. The most appropriate accommodation is the one that most:

- Respects dignity (including autonomy, comfort, and confidentiality)
- Responds to a person's individualized needs
- Allows for integration and full participation.

Actions:

*The student's gender for athletic participation is determined by the the student's lived gender identity

- a) The TVDSB ESC supports student-athlete participation on gender specific teams if programs across TVDSB are equitable in terms of coaching, funding, practice time, facilities, etc.
 - b) If a sport activity is not available for a female* on a girls' team, she is eligible to participate on a boys' team following a successful try out. Where a sport activity is available for a female* on a girls' team, she is eligible to participate on a boys' team if she demonstrates comparable skill and ability during a successful tryout. If a sport activity does not exist for a boy*, he is not eligible to participate on a girls' team.
 - c) The TVDSB ESC will distribute to schools a Gender Equity Sport Activity Checklist. The checklist will serve as a guide for schools to determine the school's overall available opportunities for gender equitable access to elementary sports activities by elementary students in the school.
 - d) Should a concern arise from the school community regarding gender equitable access to elementary sport activity within the school, **and** all the criteria listed in the checklist (Appendix B) have been met, then the concern is to be referred to the TVDSB Elementary Sports Council. Concerns should be forwarded in writing to the TVDSB ESC using the procedures outlined within the constitution (Section 15.0)
- Note:** In the event of receipt of a community or parent concern, the ESC Chair will contact the Program Services Officer and Learning Supervisor – Athletics.

4.4 Education

Statement:

The TVDSB ESC will continue to raise awareness and educate all stakeholders regarding gender equity.

Actions:

- a) The TVDSB ESC will distribute its Gender Equity Policy to administrators, TVDSB Elementary Sports Council members, and school Health & Physical Education contact teachers.
- b) TVDSB Elementary Sports Council members will advise sport activity Convenors of the contents of the TVDSB ESC Gender Equity Policy and Procedures.

*The student's gender for athletic participation is determined by the the student's lived gender identity

- c) The TVDSB ESC will provide to the TVDSB School Council/Home & School organizations information pertaining to the TVDSB ESC Gender Equity Policy and Procedures.

*The student's gender for athletic participation is determined by the the student's lived gender identity

Appendix B

TVDSB ESC GENDER EQUITY

SPORT ACTIVITY CHECKLIST FOR SCHOOLS

Item	Description	Yes/No
1.	Have the teaching staff and School Council been made aware of the legislative coaching, facility and equipment requirements of the elementary sports activities as outlined in the current OPHEA Interschool Safety Guidelines.	
2.	Have the teaching staff and the School Council been made aware of the TVDSB ESC Gender Equity Policy Statements and Procedures found within the TVDSB Elementary Sports Council Constitution?	
3.	Has the list of confirmed sport activities that the school will offer throughout the school year been reviewed with the teaching staff and the School Council?	
4.	Does the list of confirmed sport activities that the school will offer for the school year reflect equitable sport activity opportunities for males and females*?	
5.	Is the access to facilities available on an equitable basis for both males and females* (i.e., Are the “good” facilities shared equitably between females and males* for practices, league games and play-off games)?	
6.	Are the championship games and information about games and programs advertised/promoted similarly within the school, newsletter, media,web page, etc.	
7.	Are both females and males* given access to prime time facility use (i.e., morning, after school and evening practices)?	
8.	Are both males and females* given equitable opportunity to practice hours?	
9.	Do the boys’ and girls’ teams have comparable uniforms and equipment?	
10.	Does the administration support both female and male* coaches (e.g., supply teacher coverage, on call coverage, etc)?	
11.	Is the mode of transportation to league games, invitational tournaments, etc., comparable (i.e., van, bus, cars, etc.)?	

NOTE: Should a concern arise from the school community regarding gender equitable access to elementary sport activity within the school, **and** all the criteria listed in the above checklist have been met, then the concern is to be referred to the TVDSB Elementary Sports Council using the procedures outlined within the model.

*The student’s gender for athletic participation is determined by the the student’s lived gender identity