



# ST RICHARD REYNOLDS CATHOLIC COLLEGE

ST RICHARD REYNOLDS CATHOLIC PRIMARY SCHOOL  
ST RICHARD REYNOLDS CATHOLIC HIGH SCHOOL

VIDETE BONA DOMINI

June 2014

Dear Parents/Carers

May I first take the opportunity to welcome you to St Richard Reynolds Physical Education Department. Miss Byrne and I are extremely excited about working with all our pupils to ensure that when they leave school they will have enjoyed their time in PE and look to be active in their lifestyles when they leave.

Throughout the year you will be able to find information about curriculum and enrichment activities on the College website and on the College's **Twitter** feed; following us will enable you to get all the details on fixtures/pick up times and also allow for you to ask any questions:

## School Twitter Feed: @StRRCCollege

In order for our PE lessons and extra-curricular matches to run smoothly, it is important that you are aware of the following:

**Pupil injury/illness:** Pupils are expected to bring a letter from parents in the event of an injury/illness. If the problem persists for more than two lessons a doctor's note is required. Even if your child cannot fully participate they should still change into their PE kit as they may be able to participate on a lower level and still benefit from much of the lesson content. This also ensures that their school uniform does not get wet in the event of bad weather during PE lessons.

**School matches and minibus travel:** If your son/daughter is selected for the College team we may have a variety of venues for matches; please check letters & diaries that go home on pick up information. The Department has an agreement with Richmond & Kingston Transport Association (RAKAT) regarding minibus hire for these events. On some occasions we may require your help for pick up and drop offs but we will endeavour to keep you updated when this will be required. If you can help in anyway it would be really appreciated.

There will also be times when staff have to transport pupils in their own vehicles to fixtures. All staff members that do this will have the appropriate business insurance to allow them to transport pupils. Please indicate on the reply slip that you are happy to travel with members of staff if we cannot hire any other transport for the pupils. This will also apply to other subjects if they happen to arrange enrichment activities and no minibus is available for us to hire.

**PE kit and safety:** Pupils are also expected to have the necessary kit for their activities. Please take note of the following guidelines:

- **PE kit is compulsory** for all lessons and no other clothing may be worn unless the kit has been lost and in the process of being replaced. If pupils persistently forget their kit they will receive a detention
- Appropriate footwear is needed in each activity; plimsolls **are not** suitable for lessons
- Boys will require gum shields for rugby after the first two lessons: these can be purchased at Len Smiths or your dentist
- Girls must have hair tied back for all activities
- Only roll on deodorant is allowed in College

If pupils do not have the correct safety equipment, they will be allowed to participate but they will do so with a possible risk of injury that the College will not be accountable for.

If you require any further information please do not hesitate to contact me at the College.

Yours faithfully,

Mr M Whitfield

Director of Physical Education

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**Please return to Mr Whitfield via the College Office**

I fully understand the policy of the Physical Education Department. My son/daughter will be provided with the necessary safety equipment during activities where there is an increased need for it to be worn.

I also give permission for my son/daughter to travel via staff cars to extra-curricular activities, sporting or non-sporting, if no other form of transport is available.

**Parent/Carer signature** \_\_\_\_\_

Date \_\_\_\_\_

Pupil Name \_\_\_\_\_

Current Primary School \_\_\_\_\_