

# Tom Newby School

## Policy Document



## Extra murals Karate Awards

IF YOU WOULD LIKE CLARIFICATION ON ANY ASPECTS OF THIS POLICY, PLEASE  
DIRECT YOUR ENQUIRY OR COMMENT, IN WRITING, TO THE SCHOOL  
GOVERNING BODY, C/O THE SCHOOL PRINCIPAL.

**TOM NEWBY SCHOOL**  
**EXTRA MURALS – KARATE POLICY**

Current approval date	March 2024
Date of 1 <sup>st</sup> implementation	August 2012
Dates of previous reviews	August 2013; August 2014; February 2020; March 2024
Date of most recent amendment	February 2023
Effective date	1 March 2024
Date of next review	January 2025
Approved by	The School Management Team and School Governing Body
Custodians	Principal, extra mural coaches and sport co-ordinator
References and Legislation	<ol style="list-style-type: none"> <li>1. South African Schools Act No. 84 of 1996</li> <li>2. Constitution of South Africa, Act No. 108 of 1996</li> <li>3. Gauteng Schools Education Act, No 6 of 1995</li> <li>4. Regulations for safety measures at Public Schools</li> <li>5. School code of conduct</li> <li>6. Child Care Act 1983 (No. 84 of 1996)</li> <li>7. School dress code</li> <li>8. TNS Code of Conduct</li> <li>9. TNS Extra Mural Activity Policy</li> <li>10. Doe Publication: Values and Human Rights in the curriculum</li> <li>11. White Paper on Safety and Security: September 1998</li> <li>12. School Records Management Guidelines</li> </ol>
Application and Scope	<ol style="list-style-type: none"> <li>1. Management Team</li> <li>2. All personnel</li> <li>3. Principal</li> <li>4. Parents, including the School Governing Body</li> <li>5. Learners taking part in extra-curricular activities</li> </ol>
Committee Composition and Teams	Refer Appendix B for current composition

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## Abbreviations, acronyms and definitions

Terms	Abbreviations/ Acronyms	Definitions
Activity co-ordinator		Means the staff member/s who have been appointed to oversee a specific extra-mural activity at our school.
Curriculum Assessment Policy Statement	CAPS	Means the minimum required curriculum content, skills and assessment set out by the Education Department.
Coach/Trainer		Means any person who guides a component of the extra-mural programme at our school
District Office	D.O.	Means the Benoni district office of the Gauteng education department
Educator		Means any person who teaches learners at our school
Foundation Phase	FP	Means learners in Grades 1-3
Gauteng Department of Education	GDE	Means the education department in charge of schools and education in Gauteng Province
Department Head	DH	Refers to the educator appointed to serve as a leader of particular grades/subjects at our school
Intermediate Phase	IMP	Means learners in Grades 4-6
Intersen Phase	IP	Means learners in Grades 4-7
Learner		Means any child registered to receive education at our school
Member of staff		Refers to any person working at the school
Parent		means – a. the biological or adoptive parent or legal guardian of a learner; or b. the person legally entitled to custody of a learner; or c. the person who undertakes to fulfil the obligations of a person referred to in paragraphs (a) and (b) towards a learner's education at school
Physical Education	PE	Refers to the physical skills component of the Life Skills curriculum as defined in Caps
Principal		Refers to an educator appointed or acting as the head of the school
Senior Phase	SP	Means learners in Grades 7
Tom Newby School	TNS	
School		Refers to Tom Newby School
School Governing Body	SGB	Refers to the body responsible for governance at our school
School Management Team	SMT	Refers to the Principal and HODs employed at our school.
SGB Member		Means a member of our SGB elected in accordance with SASA and the Regulations
South African School's Act/Act	SASA	Means the South African Schools Act No 84 of 1996 as amended
Sport co-ordinator		Refers to the staff member/s who has officially been appointed to co-ordinate the extra-mural programme at the school.

## A. General Information

1. The Colours Committee consists of at least the following members:
  - The principal,
  - An SMT member,
  - Relevant coaches and
  - A member of the SGB, if required (provided his/her child is not being considered for an award in the relevant activity).
2. Colours are usually awarded at the final assembly in the term in which the activity ends.
3. Each submission for an award must be accompanied by a Motivation form. This form should be completed by the relevant coach.
4. Attainment at previous schools will be taken into consideration when awarding colours to new learners.
5. Only one colours per activity may be awarded in any given year.
6. A learner may be re-awarded the same colours award in a subsequent year if the same level of achievement is obtained.
7. One Full Colours Award may be equated with two Half Colours Awards when consideration is being given to nominations for Proficiency Colours.
8. The Principal reserves the right to issue or withhold an award with justifiable cause. In such cases, the Chairman of the Governing Body should be included in the process and a written motivation must be filed in the learner profile.
9. The following colours awards exist:
  - Half Colours (Square Scroll)
  - Full Colours (Blazer Braiding)
10. The following accreditation awards exist:
  - Affiliation (Certificate)
  - Commitment (Certificate)
  - Distinction (Certificate)
11. The following special awards exist (Refer Special Awards Policy):
  - Proficiency Colours (Ornate Scroll)
  - Protean Colours (Honours Blazer)

## B. Colours Awards

### 1. Full Colours

#### 1.1 Generic compulsory requirements

- a. Outstanding behaviour and attitude both during school hours and extra mural hours. Refer appendix C.
- b. Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.
- c. Satisfactory attendance at practices and all official tournaments/matches subject to attendance requirements for the extra mural activity. Refer appendix D.

#### 1.2 Activity specific compulsory requirements

- a. Member of the TNS Karate Team for two complete seasons at any level.

### 1.3 Optional qualification requirements

Candidates must meet at least one of the requirements listed below.

- a. Must win at least 80% of tournaments played whilst representing TNS during the year of application. All information to be verified by the Karate Club's Chief Instructor.
- b. Must be a Gold medalist at Provincial level whilst representing the TNS team at an officially recognized tournament.
- c. Must be a Silver or Gold medalist at National level whilst representing the TNS team at an officially recognized tournament.
- d. Must represent SA as a member of an officially recognized Provincial or National Team at International level in an officially recognized tournament.

## 2. Half Colours

### 2.1 Generic compulsory requirements

- a. Outstanding behaviour and attitude both during school hours and extra mural hours. Refer appendix C.
- b. Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.
- c. Satisfactory attendance at practices and all official tournaments/matches subject to attendance requirements for the extra mural activity. Refer appendix D.

### 2.2 Activity specific compulsory requirements

- a. Member of the TNS Karate Team for two complete seasons at any level.

### 2.3 Optional qualification requirements

Candidates must meet at least one of the requirements listed below.

- a. Must win at least 70% of tournaments played whilst representing TNS during the year of application. All information to be verified by the Karate Club's Chief Instructor.
- b. Must be a Gold medalist at Regional level whilst representing the TNS team at an officially recognized tournament.
- c. Must be a Silver medalist at Provincial level whilst representing the TNS team at an officially recognized tournament.
- d. Must be a Bronze medalist at National level whilst representing the TNS team at an officially recognized tournament.

## C. Accreditation Awards

### 1. Distinction Award

#### Compulsory requirements

- a. Outstanding behaviour and attitude both during school hours and extra mural hours. Refer appendix C.
- b. Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.
- c. Satisfactory attendance at practices and official tournaments/matches subject to attendance requirements for the extra mural activity. See appendix D.
- d. Member of the TNS Karate Team for two complete seasons.
- e. Place 1<sup>st</sup> in at least one tournament whilst representing TNS Karate in the year of application for award.

## 2. Commitment Award

### Compulsory requirements

- a. Outstanding behaviour and attitude both during school hours and extra mural hours. Refer appendix C.
- b. Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.
- c. Satisfactory attendance at practices and official tournaments/matches subject to attendance requirements for the extra mural activity. See appendix D.
- d. Member of the TNS Karate Team for two complete seasons.
- e. Place 2<sup>nd</sup> or 3<sup>rd</sup> in at least two tournaments whilst representing TNS Karate in the year of application for award.

## 3. Affiliation Award

### Compulsory requirements

- a. Outstanding behaviour and attitude both during school hours and extra mural hours. Refer appendix C.
- b. Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.
- c. Satisfactory attendance at practices and official tournaments/matches subject to attendance requirements for the extra mural activity. See appendix D.
- d. Member of the TNS Karate Team for one complete season.
- e. Place 2<sup>nd</sup> or 3<sup>rd</sup> in at least one tournament whilst representing TNS Karate in the year of application for award.

## Appendix A: Sample attendance register

Extra Mural: \_\_\_\_\_  
 Year : \_\_\_\_\_

Practices		Dates					
Name	Class						

Matches/Performances/Events		Dates					
Name	Class						

## Appendix B: Committee for current year

Principal	G Mynhardt
SMT Member	B De Bruyn
Karate Co-ordinator	Sensei Tukkie
SGB Member/s	T Mkhare

## Appendix C: Behaviour

The following criteria may result in application for an award being denied:

### **Kudo Loss**

- Term 1: Loss of 20 Kudos or more
- Term 2: Loss of 30 Kudos or more
- Term 3: Loss of 40 Kudos or more
- Term 4: Loss of 50 Kudos or more

### **Tracking Sheets**

40 or more entries in the term during which the award is being considered.

## Appendix D: Attendance

The following criteria may result in application for an award being denied:

- a. Absence from practices or matches without valid excuse.
- b. Absence from more than 25% or more of practices or matches, particularly in a team sport/activity.

## Appendix E: Motivation Form

1. This form should be completed, on behalf of participants, by the relevant coach and submitted to the Sport Co-Ordinator.
2. Supporting documents should be available if requested.
3. The Sport Co-Ordinator should gather all the relevant submissions and present them at the Awards Meeting.
4. **The original signed motivation MUST be placed in the learner profile for future reference.**
5. **A copy of the signed motivation form MUST be stored in a master file that is controlled and kept safe by the School Sport Co-ordinator (this responsibility extends to and includes all extra-mural awards).**

Year	
Learner's name	
Class	
Date of Birth	
Age Group (e.g. U9)	
Coach/Trainer/Teacher	

### Signatures

Principal: G Mynhardt

Signature		Date	
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SMT member: \_\_\_\_\_

Signature		Date	
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Sport co-ordinator: \_\_\_\_\_

Signature		Date	
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SGB member (When required): \_\_\_\_\_

Signature		Date	
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### Award record

Award Approved	Full Colours	Half Colours	Distinction	Commitment	Affiliation
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Proficiency Approved	1 <sup>st</sup> Award	2 <sup>nd</sup> Award	3 <sup>rd</sup> Award	4 <sup>th</sup> Award
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**Full Colours Qualification** (Total Score of 5 Required)

<u>Compulsory Criteria</u> (A score of 4 is required)	Score (1 or 0)	
Outstanding behaviour and attitude both during school hours and extra mural hours.	1	0
Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.	1	0
Satisfactory attendance at practices and all official tournaments/matches subject to attendance requirements for the extra mural activity.	1	0
Member of the TNS Karate Team for two complete seasons at any level.	1	0
<b>Total for compulsory criteria</b>		

<u>Optional Criteria</u> (A score of 1 is required)	Score (1 or 0)	
Must win at least 80% of tournaments played whilst representing TNS during the year of application.	1	0
Must be a Gold medalist at Provincial level whilst representing the TNS team at an officially recognized tournament.	1	0
Must be a Silver or Gold medalist at National level whilst representing the TNS team at an officially recognized tournament.	1	0
Must represent SA as a member of an officially recognized Provincial or National Team at International level in an officially recognized tournament.	1	0
<b>Total for optional criteria</b>		

Compulsory Score	+	Optional Score		=	Total:
	+				

**Half Colours Qualification** (Total Score of 5 Required)

<u>Compulsory Criteria</u> (A score of 4 is required)	Score (1 or 0)	
Outstanding behaviour and attitude both during school hours and extra mural hours.	1	0
Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.	1	0
Satisfactory attendance at practices and all official tournaments/matches subject to attendance requirements for the extra mural activity.	1	0
Member of the TNS Karate Team for two complete seasons at any level.	1	0
<b>Total for compulsory criteria</b>		

<u>Optional Criteria</u> (A score of 1 is required)	Score (1 or 0)	
Must win at least 70% of tournaments played whilst representing TNS during the year of application. All information to be verified by the Karate Club's Chief Instructor.	1	0
Must be a Gold medalist at Regional level whilst representing the TNS team at an officially recognized tournament.	1	0
Must be a Silver medalist at Provincial level whilst representing the TNS team at an officially recognized tournament.	1	0
Must be a Bronze medalist at National level whilst representing the TNS team at an officially recognized tournament.	1	0
<b>Total for optional criteria</b>		

Compulsory Score	+	Optional Score		=	Total:
	+				

**Distinction Qualification** (Total Score of 5 Required)

<u>Compulsory Criteria</u>	Score (1 or 0)	
	Outstanding behaviour and attitude both during school hours and extra mural hours.	1
Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.	1	0
Satisfactory attendance at practices and official tournaments/matches subject to attendance requirements for the extra mural activity.	1	0
Member of the TNS Karate Team for two complete seasons.	1	0
Places 1 <sup>st</sup> in at least one tournament whilst representing TNS Karate in the year of application for award.	1	0
<b>Total for compulsory criteria</b>		

**Commitment Qualification** (Total Score of 5 Required)

<u>Compulsory Criteria</u>	Score (1 or 0)	
	Outstanding behaviour and attitude both during school hours and extra mural hours.	1
Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.	1	0
Satisfactory attendance at practices and official tournaments/matches subject to attendance requirements for the extra mural activity.	1	0
Member of the TNS Karate Team for two complete seasons.	1	0
Places 2 <sup>nd</sup> or 3 <sup>rd</sup> in at least two tournaments whilst representing TNS Karate in the year of application for award.	1	0
<b>Total for compulsory criteria</b>		

**Affiliation Qualification** (Total Score of 5 Required)

<u>Compulsory Criteria</u>	Score (1 or 0)	
	Outstanding behaviour and attitude both during school hours and extra mural hours.	1
Dedication, loyalty and full commitment to Tom Newby School and to the extra mural activity as offered by Tom Newby School.	1	0
Satisfactory attendance at practices and official tournaments/matches subject to attendance requirements for the extra mural activity.	1	0
Member of the TNS Karate Team for one complete season.	1	0
Places 2 <sup>nd</sup> or 3 <sup>rd</sup> in at least one tournament whilst representing TNS Karate in the year of application for award.	1	0
<b>Total for compulsory criteria</b>		