



# **ASSOCIATED AND CATHOLIC COLLEGES OF WA**

## **INCLUSIVE MULTI SPORT DAY OPERATIONS MANUAL**

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## 1.0 GENERAL INFORMATION

DATE	Friday 31 <sup>st</sup> October 2024
VENUE	John XXIII College John XXIII Avenue MOUNT CLAREMONT
TIME	SCHOOLS ARRIVE : 9:20am EVENT TIME : 10am – 1:30pm
COST	Costs for the day will be shared amongst participating schools, which include (but are not limited to) venue hire, First Aid, BBQ lunch, medallions and marquee hire.

### PARTNERSHIP

The ACC Multi Sport Day is delivering in partnership with a large number of State Sporting Associations (SSA), whose staff provide all equipment and deliver the activation rotations.

## 2.0 NOMINATION OF STUDENTS

Any student with a disability (Years 7 to 12), whether enrolled in an Education Support unit or not, is eligible to attend.

**NOMINATIONS DUE** Friday, 17<sup>th</sup> October 2025

Nominations will open on the 19<sup>th</sup> September 2025 and can be submitted via [ISP - Multi Sports Days - Nomination Form | Associated & Catholic Colleges of WA](#)

\*\* Late nominations will not be accepted

## 3.0 SUPERVISION

- Schools nominating students must make arrangements for adequate supervision and ensure adequate number of staff are available to supervise all student, across their activity groups
- Supervising staff are required to assist with students needs throughout the day.

## 4.0 FIRST AID

- The ACC will provide St John Ambulance First Aid for the event
- Students receiving First Aid care **must** be under the supervision of a staff member, so that relevant case history and specific needs are communicated.

## 5.0 SPECTATORS

Spectators are to be supervised by staff at all times.

## 6.0 MARQUEES AND WEATHER

- Schools are encouraged to source their own provisions for shade/shelter/protection. Marquees and / or ground tarpaulins are to be set-up by schools prior to event start.
- A small number of marquees will be provided by John XXIII College for use on the day, however there are not sufficient to cater for all
- **If schools maintenance / ground staff are delivering and setting up shelter prior to the event, ACC staff must be notified at least one week prior to the event**
- In the event the forecast for the day is inclement weather, the ACC will SMS all school Inclusive Coordinators representatives by 8am of the morning of the event.

## 7.0 FORMAT OF THE DAY

- On closure of nominations, students are placed activity groups, with students from other attending schools.
- Group and rotation information is provided within the event day program which will be circulated to all attending schools pre event, and will also be displayed on station signs and across the grounds
- After the event welcome, staff are organise students into their predetermined groups and directed to each of their numbered bays
- SSA staff will collect their relevant group, and activity sessions will commence
- The fundamentals of each sport will be introduced to students for each activity station, leading into a series of fun, engaging games, designed to encourage participation
- Students will not experience all sports due to the time frame, number of attendees and SSA present
- To ensure the participant to SSA staff ratio is maintained, staff are asked **NOT TO MOVE** multiple students across groups.
- Activity stations run for a 20 minute duration, with a 5 minute transition period, all of which is signalled with an air horn

TIME	DETAILS
9:20am	Schools arrive   seating set up   collect wristbands for students without photo consent
9:40am	Event welcome
10am	1 <sup>st</sup> activity rotations commence
11:10am – 11:30am	RECESS
11:30am – 12:15pm	Activities continue
12:15pm	LUNCH
12:40pm	Final activity rotations
1:30pm	Event concludes

\*\* Note : event timings are subject to change, and participating schools will be advised on circulation of the event day program