



Northern Eagles District School Sport

PERMISSION / DETAILS BOOKLET

This document has been designed as an electronic version for your convenience.
(Make sure you have the latest version of Adobe Reader installed on your operating system)

BOOKLET INCLUDES THE FOLLOWING FORMS

- Team member Invitation and Acceptance
- Code of Conduct - Students, Parents & Spectators
- Section A - Student Details
- Section B - Response to invitation
- Section C - Signature block
- Section D - Parent / Carer / Independent student details
- Section E - Emergency Contact Person
- Section F - Student Health Information
- Section G - Mouthguard consent - for AFL, Rugby League, Rugby Union, Hockey and Water polo
- Section H - Consent

INSTRUCTIONS

- It is compulsory for all students / parents to complete ALL forms in this booklet.
- Open document, save blank document to computer, complete and save final copy of document.
- Sign and obtain signatures for appropriate sections (parents and students).
- Submit booklet to school office or Sports Coordinator.
- Information provided in this booklet is valid to 31 December of the current year.

Team Member Invitation and Acceptance

Invitation to be a member of a Northern Eagles District School Sport team to participate at a Metropolitan West School Sport Regional Trial.

Dear Parent/Carer/Independent student

I wish to confirm that your child is invited to attend the Northern Eagles District School Sport team trial. _____

This is a great opportunity for your child to be involved in their chosen sport within the school sport pathway. Northern Eagles District School Sport enables safe, affordable and equitable representative school sport pathways with an unrelenting focus on excellence, engagement and wellbeing for students and staff. This experience provides opportunities for students and staff to develop the capabilities of leadership, resilience, teamwork, sense of fair play and sportsmanship on and off the field.

Costs

There is no cost to attend this trial

Transport and accommodation

Northern Eagles District School Sport does not provide group transport for students attending an event.

Where the event is away from your home locations, as the parent/carer/independent students you are responsible for:

- arranging transport to and from the event
- being responsible for your child outside of event hours

Activity risks and insurance

The Department of Education does not have personal accident insurance cover for children/students. If a child/student/independent student is injured as a result of an accident or incident while participating in the activity, all costs associated with the injury, including medical costs are the responsibility of the parent/carer/independent student. Some incidental medical costs may be covered by Medicare. If the parent/carer has private health insurance, some costs may also be covered by your provider. Any other costs must be covered by the parent/carer/independent student. It is up to the parent/carer/independent student to decide the type/s and level of private insurance they wish to arrange to cover their child. Please take this into consideration in deciding whether or not to allow the child/student/ independent student to participate in this activity.

Instructions

1. Please complete the **Section A: Student details**.
2. If you accept this invitation, please complete **Sections B to H**.
3. If you wish to decline this invitation, please complete **Sections B and C**.
4. Return the completed form to the school office / manager / Sports Coordinator before the day of the District Trial. Once this is checked it will be returned to you to take to the District Trial.

Code of Conduct - Students, Parents & Spectators

Student's Code of Conduct

- Take responsibility for your own behaviour and performance.
- Compete by the competition conditions and rules.
- Respect the judge's, referee's or umpire's decisions.
- Encourage and support your team members.
- Show respect for yourself, your team mates, officials, your opponents and their skills.
- Respect the rights and worth of every person.
- Behave in a manner that respects the rights of others regardless of mediums of communication used e.g. digital mediums such as Twitter, Facebook, email and texts.
- Smoking, drinking of alcohol beverages or the use of any illegal substances is strictly forbidden.
- Entering or remaining upon restricted licensed premises unless under the supervision of Team Officials or parents/guardians is strictly forbidden.
- Ensure you adequately prepare and recover for competition.
- Wear the official team uniform as directed by Team Officials.
- Check-in a check-out with Team Officials each day.
- Stay in the designated team area and support other team members during the event.
- Follow all directions of Team Officials.
- Ensure that you have telephone numbers of Team Managers at all times in case of emergency.

Parent and Community Code of Conduct

- Cooperate with the Team Officials to achieve the best outcomes for your child.
- Support team and event officials in maintaining a safe and respectful learning environment for all students.
- Maintain positive relationships with Team Officials regarding your child's learning, wellbeing and behaviour.
- Be courteous and constructive in your communication with players, Team Officials, game officials and sport administrators.
- Encourage honest effort, skilled performance and team loyalty.
- Behave in a manner that respects the rights of others regardless of mediums of communication used e.g. digital mediums such as Twitter, Facebook, email and texts.
- Let game officials conduct events without interference.
- Demonstrate respect for opposing players and their supporters.

*Refer to the [Department of Education Parent and Community Code of Conduct](#) for further information.

Breach of the Code

Team Managers and event organisers may deal immediately with any breaches of this code by warning offenders about their conduct, asking offenders to leave venues, and calling police to intervene where necessary. Queensland Representative School Sport is responsible for imposing any longer term consequences such as written warnings, or barring attendance at future events for a period or indefinitely.

Parents and spectators should note that it is an offence to insult (meaning "to treat insolently or with contemptuous rudeness, to abuse") an officer of a state educational institution – Section 333 Willful Disturbance, of the Education (General Provisions) Act 2006 (EGPA).

Parents and spectators will be afforded natural justice in respect of breaches of this code and for any discipline under the EGPA.

Acceptance of Invitation to be a Team Member

Acceptance of Invitation to be a Team Member of

Privacy statement

The Department of Education (DoE), through Metropolitan West School Sport and Northern Eagles District School Sport, is collecting the information on this form in accordance with the Information Privacy Act 2009 for the purposes of:

- recording whether the student listed in Section A (below) accepts participation as a member of the School Sport Team at the district trial;
- supporting the health needs of the student listed in Section A during representative school sport activities, including medication administration where required; and
- for students involved in Australian Football League, Rugby League, Rugby Union, Hockey and Water Polo, ensuring consent has been provided for mouthguard use in order to minimise the risk of mouth injuries during representative school sport activities.

This information will only be accessed by authorised departmental employees and persons authorised by Queensland Representative School Sport, including appointed team officials. In accordance with section 426 of the [Education \(General Provisions\) Act 2006](#) (regarding student's personal information) and the [Information Privacy Act 2009](#) (parent/carer's personal information), this information will not be disclosed to any other person or body unless DoE has been given permission or is required or authorised by law to disclose the information.

Section A: Student details

Surname	Given name (Preferred name)	Date of birth
School name	Student's school email	

Is the student of Aboriginal or Torres Strait Islander origin?

- No
 Yes, Aboriginal
 Yes, Torres Strait Islander
 Yes, Aboriginal & Torres Strait Islander

Section B: Response to invitation

YES, I accept the invitation for my child named above to be a School Sport team member under the conditions outlined in the **Team Invitation**.

I consent for my child named above to participate in any activity arranged by the representative school sport team as listed in the **Team Invitation**.

Complete Sections C, D and E and return form to the Team Manager.

OR

NO, I decline the invitation for my child to be a member of the team named above.

Complete Section C and return form to the Team Manager.

Section C: Signature block

Name of Parent / Carer / Independent student			
Signature of Parent / Carer / Independent student		Date:	

Section D : Parent / Carer (1) / Independent student details

Surname	Given name	Preferred name
Home address (if different to student's)		
Mobile phone	Work phone	Home phone
Contact email		

Parent / Carer (2) details - Optional

Surname	Given name	Preferred name
Home address (if different to student's)		
Mobile phone	Work phone	Home phone
Contact email		

Section E: Emergency Contact Person (must be over 18yrs of age)

Surname	Given name	Preferred name
Home address		
Mobile phone	Work phone	Home phone
Contact email		

Section F - Student health information

Student name:		Date of birth:	
---------------	--	----------------	--

Injuries

1. Has the student had any recent head injuries or concussion?	<input type="checkbox"/> No Go to 4	<input type="checkbox"/> Yes Go to 2
2. Describe injury, including the date the injury happened and treatment:		
3. Is the student medically fit to participate in this sports event at the date of signing this form? <i>Note: A medical clearance specific to the sport may be required prior to participation in the activity.</i>	<input type="checkbox"/> No	<input type="checkbox"/> Yes
4. Does the student have any current or previous sprains, strains or other injuries (e.g. to the knee, hip, shoulder, ankle or back) which may affect their participation?	<input type="checkbox"/> No Go to 6	<input type="checkbox"/> Yes Go to 5
5. Describe the injury and recent treatment:		

Health conditions

6. Does the student have any health conditions that affect their participation in sport?	<input type="checkbox"/> No Go to 8	<input type="checkbox"/> Yes Go to 7
<p>7. Indicate the student's health condition/s</p> <ul style="list-style-type: none"> <input type="checkbox"/> Asthma <input type="checkbox"/> Anaphylaxis <input type="checkbox"/> Diabetes <input type="checkbox"/> Epilepsy <input type="checkbox"/> Other _____ <p>Attach any Emergency Health Plans, Action Plans or medical advice relating to the condition. Contact the Team Official as soon as possible to discuss any support required to manage the student's health condition, especially if the student requires medication / an emergency response and/or if they require additional support to manage their condition.</p>		

Section G: Mouthguard consent – for Australian football, Rugby league, Rugby union, Hockey and Water polo				
Student name:		Date of birth:		
Sport in which the above student is participating:				
<input type="checkbox"/> Australian football	<input type="checkbox"/> Rugby league	<input type="checkbox"/> Rugby union	<input type="checkbox"/> Hockey	<input type="checkbox"/> Water polo
OR <input type="checkbox"/> other sport. <i>Go to Section H</i>				

It is a Department of Education requirement for students wishing to participate in Australian football, Rugby league, Rugby union, Hockey and Water polo to wear mouthguards. The Department of Education strongly recommends that students wear custom-fitted mouthguards.

Please refer to the [Sport Medicine Australia—Preventing Dental Injuries in Sport](#) and the [Australian Dental Association Sports Mouthguards recommendations](#) in order to make an informed decision about which mouthguard is most suitable for your child.

If your child is unable to wear a mouthguard for medical reasons, then a **medical certificate or letter signed** by the student's treating doctor is required **prior** to your child participating in this representative school sport event.

If you have any issues regarding purchasing a mouthguard, please contact the Team Manager and/or your school's principal.

To address student safety, if this mouthguard consent form is not completed, signed and returned, your child will be unable to participate in the specific representative school sport event.

Section G.1: Acknowledgement and signature block	
<input type="checkbox"/> I understand that mouth protection is mandatory in this sport. I have read the information provided to me about mouth protection and accept responsibility for the type of mouth protection the student listed in Section A will wear whilst playing this sport.	
<input type="checkbox"/> I confirm that the student listed in Section A has NO identified medical condition/s that may impact on their safety by wearing a mouthguard during participation in this sport.	
OR	
<input type="checkbox"/> I confirm that the student listed above has an identified medical condition that may impact on their safety during participation in this sport and therefore cannot wear a mouthguard . The required medical certificate/letter from their treating doctor is attached.	
Name of parent/carer/independent student:	
Signature of parent /carer/independent student:	
Date:	

Section H: Consent

Name of representative sporting event

Name of student

By signing this form, I agree to all the following statements:

- I have read all of the information contained in this document in relation to the event (including any attached material).
- I give consent for the student listed above to participate in the identified event
- To the best of my knowledge, the student named in this form is medically fit and able to participate in this representative school sport.
- I have provided the Team Official with all relevant details of the student's medical and physical needs on registration/enrolment and where relevant have updated this information.
- I will notify the Team Official if there is a change in any health conditions detailed above or if the student is no longer medically fit or able to participate for health/injury reasons in this representative sporting event.
- I agree that should the student be medically unfit to participate fully in the representative school sport event for which they have been selected, they may be required to withdraw.
- In the event of an accident or illness, school staff may obtain or administer any medical assistance or treatment the student may reasonably require, including contacting a doctor.
- I accept liability for all reasonable costs incurred by the department in obtaining such medical assistance or treatment (including any transportation costs) and undertake to reimburse the department the full amount of those costs.
- I give consent for child/student contact information to be shared in relation to the representative school sport event in compliance with relevant [Queensland Chief Health Officer's Directions](#).
- I am aware that the department does not have personal accident insurance cover for students.
- I will pay the Northern Eagles District Sport costs (if applicable) as outlined in the **Team Invitation** for the student's participation in the event.
- I acknowledge that the Team Officials have no responsibility for students during privately arranged travel to and from competition venues.
- I have reviewed the information I have provided on this form and confirm that this information is correct to date.

Name of parent /carer/
independent student:

Signature:

Date: