

## Administrative Procedure 261

---

### EXTRA-CURRICULAR ACTIVITIES

#### Background

Student participation in extra-curricular activities provides opportunities to develop wholesome attitudes, leadership skills, good human relations skills and experience that will support students' roles as citizens. The greatest value can be derived from extracurricular student activities when such activities are developed and encouraged through cooperative participation among the student body, staff and interested community members.

#### Procedures

1. The Principal and staff are responsible for encouraging the development of an extracurricular program that meets the diverse needs of the student population and addresses a wide variety of interests, including athletics, fine arts, academics, etc.
2. Elementary and junior high school programs will strive to develop extra-curricular programs that encourage wide participation and a less competitive philosophy.
3. The formation of students' unions, student clubs and other student groups to promote or pursue specialized athletic, academic, cultural, community service or social activities is encouraged.
4. All student clubs/organizations sanctioned by the Principal must have:
  - 4.1 Adequate supervision.
  - 4.2 Established student leaders.
  - 4.3 A brief statement of its major purposes/goals.
  - 4.4 Records of its meeting/activities.
  - 4.5 Acceptable procedures for the management, expenditure and accounting of any funds that are raised.
5. Student participation in extra-curricular activities must be on a voluntary basis.
6. Principals are responsible for establishing specific procedures to govern the operation of their extra-curricular programs.
7. Extra-curricular transportation shall meet with the requirements of Administrative Procedure 260 – Field Trips and Excursions.
8. Activities arranged for students by the School Council must be approved by the Principal.
9. The Principal is responsible for the operation of extra-curricular programs, for setting fees, for accounting for all funds received and expended.

10. All extra-curricular activities (athletic, dramatic, musical, etc.) shall be carried forward throughout the year on a self-supporting basis.
11. Teacher's/coach's expenses associated with zone and provincial competitions will be met by school, Students' Union or student fees.

Reference: Section 1, 31, 33, 52, 53, 196, 197, 222 Education Act  
Guide to Education ECS to Grade 12  
Traffic Safety Act  
Safety Guidelines for Physical Activity in Alberta Schools  
Safety Guidelines for Secondary Inter-School Athletics in Alberta  
Physical Education Safety Guidelines