**Darlington School Sport Partnership Sporting Event Plan**

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|  | **Information** |
| Date | Thursday 23rd January 2020 (Cup & Plate), and Thursday 27th February 2020 (Girls) |
| Event | Primary Basketball Cup, Plate and Girls only |
| Event organiser | Aly Raw & Sara Wrangham |
| Time of event | 9.20am arrival for 9.35am start 12.00pm finish for Cup12.30pm arrival for a 12.45pm start 3.30pm finish for the Plate9.30am arrival for a 9.45am start 12.15pm finish for the girls |
| Venue | Education Village, Salter’s Lane South, Darlington DL1 2AS |
| Registration & data | Schools to sign in at reception and with AR and have data ready:Boys and SEND, Girls and SEND, BAME, pupil premium and any young leaders accompanying the team and staff to have read Codes of Conduct |
| Parents | No parents allowed |
| Instructions for parking | Buses to drop off & collect at school entrance No Parking will be available on site. |
| Instructions for site team | AR will issue a register of schools & staff attending the week before the event |
| Outline details of events for accompanying members of staff.  | Year 5 only5-a-side. Open – so either single sex or mixed. Maximum squad size of 8. **We will be playing the 50% play time rule in these events**Any adult accompanying children to this event needs to bring:1.       a letter from their employer (template of requirements attached) to confirm that they have conducted safer recruitment 2.       Details of their DBS3.       A copy of photo ID4.       Record of reason/role of visitsPlease note we already have the Safer Recruitment letter for **Heathfield, High Coniscliffe, Hurworth, Mount Pleasant, Mowden Schools, Red Hall, Reid Street, Skerne Park Academy, Springfield, St Augustine’s, St Bede’s, St Mary’s Cockerton, St Teresa’s, West Park Ac, Whinfield****Where schools are entered for both Cup and Plate they must bring completely different teams comprising different players, No player is allowed to play in both competitions**The Cup will involve competitive games; the Plate will be more developmental with some skills & challenges and games. The winners and runners-up from the Cup will progress through to represent Darlington at the Tees Valley finals on Tuesday 17th March 2020 12.30 until 4pm at Middlesbrough College**Equipment needed with you on the day:*** Register & data as above
* Emergency contact information for the children
* Basic First Aid kit
* Information regarding those children who **cannot** be photographed

**Children need*** PE kit – preferable all same colour would be helpful
* Water bottle and snack
* Indoor (not muddy) shoes/trainers
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| Welfare / First Aid | Emergency First Aid is available on siteNo changing rooms are available – please come ready changedSchools need to be aware of any children with a particular medical condition and let organiser know |
| Toilets | Toilets are available at Education Village. Please make arrangements to accompany children to the toilet |
| Venue | Thanks go to the Education Village for hosting this event and providing staff and leaders. And to Darlington Storm for running the event |