

# West Park School

## PE Kit Lending Policy



<b>Date approved by Governors:</b>	
<b>Policy Owner:</b>	<b>Pastoral Deputy Headteacher</b>
<b>Date of last Review:</b>	<b>August 2024</b>
<b>Date of next Review:</b>	<b>August 2025</b>

## PE Kit Lending Policy

Below is a table explaining the actions the PE department will take should your child arrive to lesson either:

- Without kit
- Missing items of kit
- With the wrong kit

If parents / carers you know that their child has an issue with their kit prior to the lesson, they should either:

- E-mail your child's PE teacher;
- Handwrite a note to the PE teacher in your child's homework diary, or;
- Call our reception team to explain why.

Reporting an issue with their kit may prevent your child being issued with a kit mark.

Number of Occasions Kit Mark Given	Action by PE Department
1 <sup>st</sup> & 2 <sup>nd</sup>	No action taken
3 <sup>rd</sup>	<ul style="list-style-type: none"> <li>• E-mail to parent/guardian notifying them of the number of times their child has had a kit issue.</li> <li style="text-align: center;">and</li> <li>• Offer of support to find a suitable solution to the issue</li> </ul>
5 <sup>th</sup>	1 hr after school sanction
Every 3 times after this	<ul style="list-style-type: none"> <li>• 1hr after school sanction.</li> <li style="text-align: center;">and</li> <li>• Email or Call to parent / carer to discuss the matter to find a suitable solution to the issue</li> </ul>