

## **PRESIDENT'S REPORT**

The 2016 year for the EISM has been one of significance as we engaged an Independent Consultant, Mr. Phil de Young, to undertake a review of the Association. The style of review and the resultant report has provided good stimuli for the Board and Executive Officer to discuss the important issues and challenges facing the EISM. Importantly, discussion around the culture, structure, staffing, resourcing, vision and values have been fruitful. The essence of the review will continue to provide ongoing dialogue with all of the key stakeholders to ensure that the EISM continues to be a relevant Sporting Association that is meeting the needs of its members and one that we can all be proud of.

I wish to express my sincere gratitude to all Board Members for your support this year and in particular to our Executive team which consists of Mr. Roger Oates [Vice – President], Mr Michael Kleidon [Treasurer], Ms Elisabeth Lenders [Secretary] and Mr Sholto Bowen [Past President]. The range of issues discussed by the Executive is wide ranging and the immediacy and delicacy of several decisions often required have been easy to make due to the team spirit housed within this body.

### Carnival Trophy Holders for 2016:

Swimming:	Division 1 -	Huntingtower, most improved Bialik/Eltham
	Division 2 -	No carnival due to a 'Heat-Out'
	Division 3 -	Nunawading, most improved Oakleigh
		9 Records Broken
Athletics:	Division 1 -	Luther, most improved St Josephs
	Division 2 -	Tintern, most improved Kilvington
	Division 3 -	Kingswood, most improved Eltham
		11 Records Broken
Cross Country:	Eastern -	Luther
	Central -	Donvale
	Southern -	Rudolf Steiner
		2 Records Broken

I wish to express gratitude to our Executive Officer, Mr. Steve Kenworthy, for his oversight of the abundant calendar events which make up the competition of our Association. The organisation of the EISM continues to be strong and the myriad issues that have arisen this year have been handled professionally and with sensitivity. I also acknowledge Ms. Lisa Tucker for her outstanding administrative support and thank those staff engaged by Steve to ensure that our Association has operated at maximum efficiency.

Finally, I thank all Board members for contributing to the development of our Association and we look forward to more exciting developments in 2017 and beyond.

Mark Robertson  
November, 2016

## **REGULATIONS OF THE ASSOCIATION**

### **THE MISSION STATEMENT**

To facilitate the conduct of quality sporting carnivals and mid-week competitive sport, in the eastern region of Melbourne, for the benefit of the member school students.

#### **The Vision**

To be recognised as the premier Co-education mid-week schools' sporting competition in Victoria.

#### **Basis**

Inter-school activities are arranged and entered into in order to cultivate friendship, goodwill and a spirit of sportsmanship and comradeship. A spirit of co-operation, generosity, courtesy and consideration, together with healthy competition is to prevail at all times.

### **ARTICLES OF ASSOCIATION**

These can be viewed on the ACNC website [www.acnc.gov.au](http://www.acnc.gov.au) (Australian Charities and Not-for-Profits Commission).

### **MEMBERSHIP**

The full members of the previous EIGS and EIS are founding members of the EISM (1980).

Other schools may become members by:

- (i) Invitation and acceptance (by the Association).
- (ii) Application and acceptance (by the school).

A list of the current membership is located in Appendix VII

#### **Criteria for Future Membership of the EISM**

- (i) A school must be situated in the general area – east of Orrong Rd and north of Wellington Rd.
- (ii) The school must be coeducational or have a brother/sister school relationship.
- (iii) The school should not be a member of any other secondary school sports association that runs weekly sport.
- (iv) An undertaking would be implicit that the school would enter the weekly sport competition at Senior and Year 9 levels for both boys and girls in summer and winter, and would participate in the swimming, athletics and cross-country carnivals.
- (v) The school would be represented at Principals' and Sports Teachers' meetings.
- (vi) Officials would be provided to assist at carnivals and competent umpires/referees would be supplied to officiate at the school's weekly matches, as set out in the Rules and Regulations.
- (vii) Sportsmanship and appropriate conduct, as embodied in the EISM Code of Conduct, would be expected in all sporting engagements.

#### **Obligations**

Member schools will be required to take a highly responsible attitude to their participation in the Association's activities. It is the obligation of member schools to contribute to the life of the Association in such a way that the activities of the Association, as a whole, are viable and effective. Once committed to particular arrangements in a year or a term, the Principal is to see that such EISM arrangements are given the highest priority.

#### **Finance**

A fixed fee to be determined at a Meeting of Principals shall finance the Association's activities. The Association's accounts shall be audited each year. A Statement of Accounts to be presented each term. As per the rules of association member rights are suspended if the annual subscription fee is not paid by the due date.

**REGULATIONS OF THE ASSOCIATION (cont'd)**

**GOVERNANCE**

**The Executive**

Comprises:-  
President, Vice President, Secretary, Treasurer & Past President.

The Executive Officer is an ex-officio member of the Executive. At least one member of the Executive will be drawn from Eastern Division and one from Central/Southern Division. The Executive will meet 4 times per year.

**The Board  
EISM Member Schools**

Comprises:-  
A Representative from each EISM Member School as listed on the ACNC Responsible Persons Register.

The Board will meet 4 times per year. The Board has the power to veto the resolution of the Head of Sport Committee. The Executive Officer attends the Board Meetings in an ex-officio capacity.

**Heads of Sport Committee  
Eastern Schools | Central Schools | Southern Schools**

Comprises:-  
The Head of Sport from each Member School.

The Executive Officer will attend as an ex-officio member. The Head of Sport Committee will be scheduled to meet once per term. Current School Divisions are located in Appendix X.

Head of Sport Committee Members are required to:-

- be familiar with the contents of the EISM Handbook
- communicate with all Sports Teachers regarding their EISM responsibilities
- communicate with their Board Member regarding EISM policy changes
- communicate with the EISM Executive Officer regarding fixtures, teams & other sporting issues
- attend Committee Meetings once a term
- manage carnival host duties effectively as required by EISM Executive Officer
- ensure weekly sports operates in an effective manner

**Change of Regulations:**

A written proposal must be submitted for consideration by the Board Members. These regulations may be altered only by a majority vote of Members at a Board Meeting after a seven day notice of motion has been given. For a special resolution to alter rules or any of the purposes of the EISM, 75% of the Board needs to vote in favour of the resolution for the resolution to pass.

**EISM  
Executive  
Officer**

<b>BY-LAWS</b>
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**A. Duties of Executive Officer**

The Association appoints an Executive Officer.

The terms and conditions of this appointment are determined by mutual agreement between the Executive and the appointee. The Principals' meeting then ratifies these terms and conditions.

The Executive Officer's responsibilities are:

- To be responsible to the EISM President.
- Ensure the sporting life of the Association is conducted efficiently in a friendly, sporting spirit.
- Uphold the ethos, ethics and regulations of the Eastern Independent Schools Melbourne Inc. as decreed by the EISM Board Members.
- Executive, Board, Heads of Sport & SSAV Meetings
  - Distribute Agendas for all Executive, Board & Heads of Sport Meetings.
  - Attend Executive and Board Meetings, and present the Executive Officers report.
  - Attend all Heads of Sport Meetings, and report to the Board Members.
  - Carry out any investigation and present reports as requested by Board Members.
  - Be available to consult with schools if and when a special need arises.
  - Liaise with other school sports associations through the SSAV and attend its meetings.
- EISM Handbook
  - Prepare the EISM Handbook and continually update its content for annual distribution. This includes: Annual Program, Codes of Conduct, Weekly Sport Regulations & Score Sheets, Carnival regulations and appropriate forms. The handbook has all the Member schools' names and addresses & the Heads of Sports contact details.
  - Annually print the Handbook for all Schools Principals and Heads of Sport. Each school also receives an electronic copy and this to be distributed amongst their staff. A copy is also to be made available on the EISM Website.
- EISM Weekly Sport
  - Oversee all EISM Weekly Sporting competitions
  - Set up the weekly sport fixtures for all teams in the designated sports.
  - Engage and co-ordinate the appointment of Umpires and Referees for Hockey, Indoor Soccer and Senior Football.
  - Manage the on-going weekly sports results and ladders through Results Vault. Results need to be at the EISM office by 11.00am on the following day.
  - Be responsible for bookings of selected external weekly sport venues used by the EISM.
  - Have a presence at weekly sporting venues to ensure the spirit of EISM sport is maintained, rules are being maintained and that the correct uniform is being worn.
  - Arrange for Schools to Host Finals at the end of each Sporting Season. Co-ordinate the Trophies and Premiership flags to be given to the winning school.
- EISM Major & Minor Carnivals
  - Oversee all Major & Minor EISM Carnivals
  - Organize the host schools, participating schools and officials.
  - Be responsible for the booking of the various carnival officials and venues.
  - Maintain Carnival Sporting Results and Records to distribute to the schools.
  - Preparation of the Swimming, Athletics, Cross Country and Beach Carnival Programs.
- EISM Office
  - Assist the treasurer school with the formulation of the EISM budget.
  - Oversee the daily financial operation of the association.
  - Ensure all Annual Statements are submitted to the appropriate bodies.
  - Ensure that all required insurances are up to date and current.
  - Purchase medallions, ribbons, pennants and trophies for all competitions as required.
  - Oversee the updating and maintenance of the EISM website.
  - Oversee Risk Management Documentation and procedures.
  - Oversee the Child Safety Policy of the EISM Office
  - Oversee the EISM Mentor Program
  - Coordinate and/or manage any disputes that may arise during any EISM event.

**BY-LAWS (cont'd)**

**B. Support for the Executive Officer**

The professionalism of the association is important to all; member schools must give the Executive Officer the staff support they request to conduct the carnivals **unless** any change to the Executive Officer's requests has been appropriately negotiated with the President of the Association.

**C. Conduct of Carnivals – Guidelines**

**The Executive Officer:**

1. will oversee the whole programme
2. will define key areas of accountability and responsibility
3. is empowered to pay
  - (i) officials (starter, field referee, track referee, scorers et al.),
  - (ii) First Aid officials and
  - (iii) charges levied by venue controllers.
4. will engage officials who are competent and who will be in attendance for the entire duration of the carnival(s) to run specific components of that carnival. The officials to be engaged and paid, if from outside the association.
5. will invite Principals, whose attendance is anticipated by the Association, to all carnivals

**Principals:**

1. will authorise release of sufficient staff to control events and to supervise their teams as described by Victorian Education Department policies.
2. will ensure that athletes are correctly attired in the official sports uniform of their school

*Protests*

Any school, wishing to protest a declared result, should lodge that complaint in writing with the Association through the Executive Officer within 24 hours of the carnival result being announced. The protesting school may or may not choose to inform the school against whom the protest is being lodged, but the Association, not the schools, should resolve all further matters in the dispute.

**D. Conduct of Weekly Sport - Guidelines**

*Team Entries for Weekly Sport:*

Schools are to enter all core weekly sports teams where possible. If, due to school numbers, this is not possible, other schools in the division need to be given prior warning as soon as possible. Entry of teams into separate draws can only occur if all of the core sports have been fielded.

*Venue Risk Management*

EISM to provide schools with the appropriate risk management documentation for any EISM booked external venue. Documentation to include Venue Overview, Diagram of the Venue and Certificate of Public Liability Currency. EISM also to provide Critical Incident Management Checklist and Risk Assessment Matrix for Indoor and Outdoor Sport. Documentation along with EISM Handbook (or relevant extracts) to be available at every EISM fixture match.

**BY-LAWS (cont'd)****D. Conduct of Weekly Sport – Guidelines (cont'd)**

The following requirements are regarded as basic to the proper conduct of games in terms of our sporting ideals and essential to the smooth administration of the programme. The basic consideration behind these regulations is the realization of the ideals of the Association, the maximum enjoyment of all participating in these games, their welfare, dignity and safety.

1. At least one teacher must accompany the teams travelling to another school and Staff/Coaches-Student ratios must be in compliance with Victorian Education Department policies. Arrange with the home school the disposition of teachers so that all games are adequately supervised. At each venue where EISM games are played the Principal is to be represented by a responsible adult who is to be conversant with the ideals of the Association and its Regulations and By-Laws. Such a person is responsible to the Principal for the carrying out of these By-Laws. This person should be a teacher from the school and not be the parent of any student taking part. Games may not go ahead if a teacher is not present.
2. Each of the students competing is to be a bona fide student of the school represented. If a sports teacher has reason to doubt the bona fides of any player the matter should be reported to the Executive Officer.
3. The year levels agreed upon for each team entered are to be strictly observed. Any Sports Master or Coach in doubt may play the appointed match, but lodge a claim in writing to the Executive Officer for an investigation. The Principal of the claimant school must forward such a claim.
4. The agreed basic sports uniform to be worn by all team members. Coaches are not to allow students on the playing field without correct uniform. Students in incorrect uniform are to be asked to leave the field of play. If not enough players are in uniform, a social match is played.
5. Schools to make every effort to ensure that visiting teams are suitably accommodated, guided to the dressing rooms and given whatever assurance may be necessary about their belongings.
6. Start times must be observed. Both teams must agree upon any amendment to start times.
7. All players and coaches to have a copy of the EISM Code of Conduct explained to them prior to the commencement of the season.
8. All umpires and officials are to have a current Working With Children Check.
9. Students are not to have ipods when participating in sporting activities.
10. When visiting a school, the rules of that school need to be observed. This could mean not eating food in the gym or using mobile phones during class time. The host school is to be responsible for letting visiting schools know what specific school rules are in place.
11. Schools need to have a supervision policy in place for when an emergency procedure occurs.

***Time Outs:***

If at any time during a sporting contest, the teacher responsible for the students' welfare believes that they are in an unsafe environment, then a time out should be called. When the situation has settled down, the match can re-commence. If after a maximum time period of 5 minutes the game does not recommence, the result of the match will be determined by the Executive Officer. If the match recommences and a further time out is called, then the match will be abandoned. The time out pro forma (Appendix IV) is then completed by the school and sent to the Executive Officer.

***Forfeits:***

A team not appearing shall forfeit the match. Teams have fifteen minutes from the scheduled start time to begin play or a forfeit can be claimed by a Head of Sport. Consideration needs to be given to schools stuck in traffic. Mobile calls to schools need to be made in these circumstances. In the case of a school forfeiting within 24 hours of a match, the forfeiting school would be required to pay costs for any transport, umpires or venues. A list of schools' forfeited matches shall be provided to the Principals each term.

**BY-LAWS (cont'd)****D. Conduct of Weekly Sport – Guidelines (cont'd)***Umpires:*

Competent umpires are required in accordance with details in the Handbook. If a student, they must be 2 years older than those playing. Umpires to be allocated an **Orange** and **Red** card at the start of every EISM match. The umpires are to be advised to the use of these cards. It is still the coaches prime responsibility to have their players play within the rules of the game, and to remove them from the match if in the opinion of the coach, the student is not playing within the spirit of the game.

**Orange** card: To be issued if the player is not responding to umpires directions on how to play the game or using mild inappropriate language. Penalty – Player to leave the field of play. The Player can only return to the field of play after having spoken to their coach. There is no time limit that the player must stay off the field. The player can be replaced. Two Orange cards to the same player is equivalent to a Red card.

**Red** card: To be issued for striking offences, unduly rough play or inappropriate language to the umpire. The player is to leave the field of play. The player cannot be replaced. After a Student has been 'Red carded', the EISM De-Registration Form (Appendix V) must be completed and returned to the Executive Officer before that student can participate in any other EISM sanctioned event.

*Handbook:*

A Handbook shall be prepared by the Executive Officer, covering the rules and regulations for all weekly sporting activities and Carnivals. An electronic copy will to be sent to each school. Schools need to provide a handbook (or relevant weekly sport extracts) to coaches who attend an EISM fixtured match. The coach needs to take the handbook to each match and have it in his or her possession for the duration of the match.

*Disputes:*

Disputes should be negotiated in the first instance by the teachers (coaches) concerned. If there is no resolution to the dispute, the Heads of Sport from the two schools need to attempt to resolve the problem. In exceptional circumstances the dispute may be brought to the Executive Officer. This should be done in writing and be signed by that school's Principal. The Executive Officer will refer major disputes to the Principals of the schools involved.

**E. Qualification for Finals**

The student must have played at least half of their games in the team that has qualified for a final. Playing a couple of games in an "A" team to help out does not disqualify a player from playing in "B" finals. Players are not to swap teams mid-season to strengthen a team with finals aspirations. If a school has an "A" & "B" team from the same sport playing in finals, normal team selections that are used during the season would apply to that school. If requested, you must be able to justify your team selections to the Executive Officer.

**F. EISM Representative Teams**

The EISM is open to the idea of playing intermediate sports against other associations. When these games are played, member schools will provide coaches and team managers for these teams. The EISM will coordinate uniforms, transport and venues.

## **CODE OF ETHICS AND BEHAVIOUR**

### **Introduction**

The Principals of the EASTERN INDEPENDENT SCHOOLS MELBOURNE promote sport between their schools as a part of the educational experience for their students. To be successful it needs the active participation of qualified teachers and/or coaches and the support of parents.

In formulating the EISM CODE OF ETHICS AND BEHAVIOUR, the Principals want to encourage their students to attain to the highest degree the skills appropriate to a particular sport and to enjoy a healthy spirit of competition. The CODE is to ensure that school communities, students, coaches, teachers and parents work together to attain these goals in a manner that promotes the best standards of sporting behaviour.

### **1 The School**

- 1.1 The school will communicate any changes of plans to the opposing school before the day of the fixture.
- 1.2 The school will cancel fixtures only in the most extreme circumstances. Two points need to be made. Firstly the school not forfeiting has the right to claim the points. Secondly it is the spirit of EISM to make every effort to reschedule the match.
- 1.3 The school will act as a good host, and ensure that directions for visiting teams are clear, that grounds and courts are properly marked, in good repair and safe for play. Change rooms are to be clean and open. If possible the visiting school should be provided with a key to their change room.
- 1.4 The school will act as good visitors, and ensure that teams do not intrude on or disrupt other activities of the host school, the host school's property is respected, that change rooms are not misused and that non-playing visitors are properly supervised.
- 1.5 The host school must ensure that where umpires are to be provided, they are experienced in the game, properly uniformed, unbiased, courteous and have a current WWC check.
- 1.6 The host school must ensure that there are adequate first aid and emergency facilities in place. The contact details of each School's First Aid Officer can be found in Appendix IX at the back of this handbook. Schools should have a Student Accident Management plan in place. It is expected that the travelling team would also be equipped with a first aid kit. Where the games are played away from the school, a mobile phone is also to be carried.
- 1.7 Both sides must ensure that games begin on time. However, where a team is delayed and phone contact made with the school, the spirit of EISM is that a game be played if possible. A forfeit can only be claimed after consultation with the Head of Sport of the non-offending team.

### **2 The Players**

- 2.1 The highest standards of sporting behaviour will be observed at all times.
- 2.2 Verbal and physical harassment of opposing players is not permitted. Where a player persists in such behaviour, it is expected that their coach will remove them from the game.
- 2.3 The uniform worn by all players is to meet the standards as set by the EISM.
- 2.4 Bad language, abuse or poor sporting behaviour will result in the player being removed from the ground by their coach/manager.
- 2.5 Players are encouraged to applaud good play by either side.
- 2.6 Players are not to argue with, or display rudeness towards the umpire or referee. Such behaviour should result in the players being sent off or removed from the field.
- 2.7 Players may not enter into dialogue with spectators.
- 2.8 Players will greet their opponents at the commencement of the game, and at the conclusion of the game acknowledge their opposition in the manner proper to that sport.
- 2.9 Sunscreen and hats should be worn during all summer sports.



<b>CODE OF ETHICS AND BEHAVIOUR (cont'd)</b>
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**3 Coaches and Supervising Staff**

- 3.1 Coaches and staff will insist on the highest standard of sporting behaviour at all times.
- 3.2 Coaches may coach from the sidelines according to the practice of good sporting behaviour appropriate to the particular sport.
- 3.3 Coaches will support the umpire's decisions unequivocally at all times.
- 3.4 Coaches will show friendly courtesy to the coaches and staff of the opposing side.
- 3.5 Where coaches have legitimate complaints against their opponents, they will state these courteously at the time and report the matter to the appropriate authority upon returning to their own school. Where action is taken by the offended school it must follow the procedure as outlined in the EISM Handbook under section '*EISM -By-Laws*', *Section D 'Disputes'*. If coaches feel the matter should be discussed at the time of the problem, it should be in private and in a courteous and professional manner. If necessary the Head of Sport or a senior member of either schools staff should be present to act as a mediator.
- 3.6 As a last resort, coaches have the power to stop a game if it is considered dangerous and injuries are liable to occur. Coaches should remove players from the field for inappropriate behaviour and not wait for the umpires to do so. Refer to '*EISM -By-Laws*', *Section D 'Time Outs'*.

**4 Spectators**

- 4.1 Student spectators will be properly supervised.
- 4.2 Spectators must not abuse any players or the umpire.
- 4.3 Spectators should applaud good play by either side.
- 4.4 All spectators are to abide by the EISM Code of Conduct and the schools rules and regulations. If they are deemed not be acting in accordance to these rules, then they will be asked to leave the school grounds by the coach of the team that the person is supporting. The Principal will be asked to intervene if there are any problems with the spectator leaving the school grounds. The match will re-commence when the spectator has left the vicinity.
- 4.5 Student spectators must be appropriately dressed.
- 4.6 Whatever interferes with the orderly conduct of an event, or the comfort and freedom of others to watch and enjoy the event is unacceptable.
- 4.7 Areas used by spectators should be left free of litter.

**5 Umpires**

- 5.1 Umpires should be attired so that they are clearly distinct from the playing group.
- 5.2 If the umpire is a student from the school, as well as being 2 year levels above the playing group, there should be no visual link between the umpire and the school.
- 5.3 It is incumbent on the schools to inform the umpires of the EISM rules that are relevant to each sport. All associated EISM rules and coloured cards (red/orange) are to be available to the umpires at the commencement of each match.
- 5.4 Umpires should only let a match commence when they are content that the match is being properly timed by reliable people using electronic or other suitable timing equipment.

<b><i>EISM CHILD SAFETY CODE OF CONDUCT</i></b>
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### **Safeguarding Children and Young People at EISM Events**

The Eastern Independent Schools Melbourne (EISM) provides the opportunity for students of member Colleges

- to enjoy and experience sport through representing their school,
- to strive for their personal best through individual and team based competition,
- to feel valued, make new friends and social connections, develop a sense of self through mastery of skill and involvement in teams
- to improve their physical fitness, health and well being

Through the participation in sport within EISM we aim to develop:

- sportsmanship, including the ability to win with modesty, lose with dignity and accept decisions
- interpersonal skills, where students learn appropriate communication skills and behaviours within their team and towards their opposition
- suitable competitions that allow for new skills and/or refine already existing skills
- students develop a connectedness to their own College and develop friendships/connections with students from other associated Colleges
- students develop a sense of pride through representing themselves and their College out in the community
- a range of students develop leadership skills
- staff have an opportunity to interact with students in a positive manner.

### **Purpose**

This Code of Conduct has a specific focus on safeguarding children and young people at EISM Events against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, and board members at EISM are expected to actively contribute to a school sporting association culture that respects the dignity of its members and affirms the values of care for others, compassion and justice. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

### **Acceptable behaviours**

All staff, volunteers, contractors, visitors, parents/guardians and board members are responsible for supporting the safety of children within our association by:

- adhering to the '***EISM Child Safety Policy***' and upholding the associations commitment to child safety at all times
- taking all reasonable steps to protect the young people at our events from abuse
- treating everyone in the EISM community with respect, modelling positive and respectful relationships and acting in manner that sustain a safe and positive environment
- promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander young people
- promoting the cultural safety participation and empowerment of young people with culturally and /or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of young people with a disability
- if an allegation of child abuse is made, ensuring as quickly as possible that the young person/people are safe in accordance with the '***EISM Child Safety Policy***'
- ensuring that this Code of Conduct is followed in any interactions with students from every associated member school of EISM when attending any EISM event

**EISM CHILD SAFETY CODE OF CONDUCT (cont'd)**

**Unacceptable behaviours**

All staff, volunteers, contractors, visitors, parents/guardians and board members must NOT:

- exhibit behaviours with young people which may be construed as unnecessarily physical
- engage in open discussions of a mature or adult nature in the presence of young people
- use inappropriate language in the presence of young people
- express personal views on culture, race or sexuality in the presence of young people
- discriminate against any young person on the basis of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- photograph or video a young person without the consent of the parent or guardian
- consume alcohol or take illicit drugs under any circumstances at an event where students are present.
- work with any young person while under the influence of alcohol or illegal drugs

**Responsibilities in matters of Child Safety:**

All staff, volunteers, contractors, visitors, parents/guardians and board members are responsible for:

- listening and responding to concerns of young people; particularly if they are telling you that they or another young person have been abused or that they are worried about their safety/the safety of another young person
- reporting any allegations of child abuse as outlined in the '**EISM Child Protection – Reporting Obligations**'
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958 (Vic) and as contained in the '**EISM Child Safety Policy**'
- reporting any child safety concerns as outlined in the '**EISM Child Protection – Reporting Obligations**'
- ensuring as far as practical that adults are not alone with a young person
- ensuring child safety protocols (as stipulated in the EISM Child Safety Policy) at all EISM events and venues are implemented
- ensuring risk assessments at all EISM events and venues incorporate child safety

All staff, volunteers, contractors, visitors, parents/guardians and board members must NOT:

- ignore or disregard any suspected or disclosed child abuse
- put young people at risk of abuse
- initiate unnecessary physical contact with a young person or do things of a personal nature that a young person can do for themselves, such as toileting or changing clothes
- exchange personal contact details such as phone number, social networking sites or personal email addresses with a young person

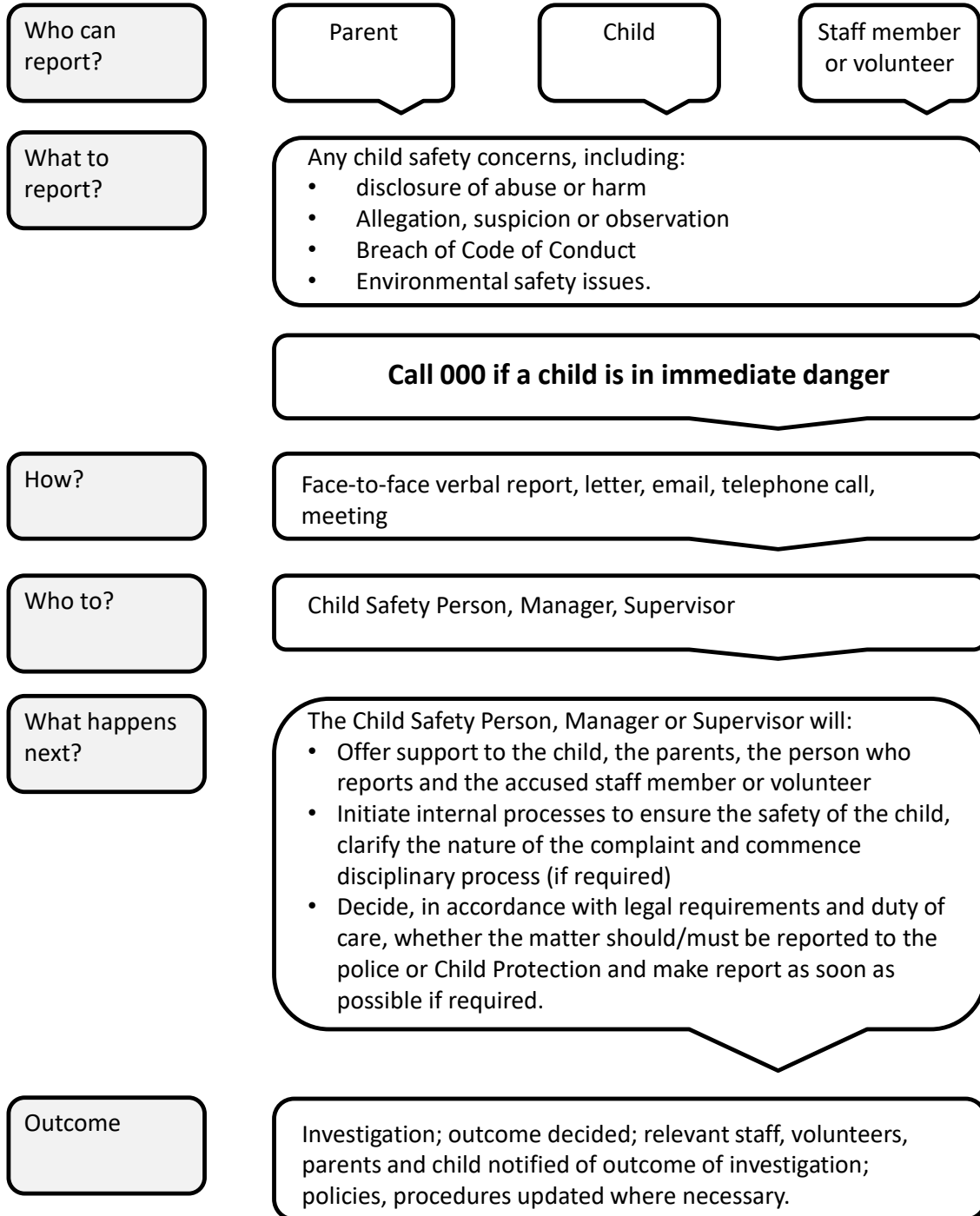
Full details of the following are available through the EISM Website ([www.eism.org](http://www.eism.org)):-

**EISM Child Safety Policy**

**EISM Child Protection – Reporting Obligations**

**EISM CHILD SAFETY CODE OF CONDUCT (cont'd)**

**Child Safety Reporting Process Flowchart**



## **MENTOR PROGRAM**

The EISM invites EISM Member Schools to nominate a graduating Student or an AFL Trainee for placement with the EISM Mentor Program in Term 4 of each year. The applicant needs to be considering a future as a Physical Education Teacher. Please refer to the EISM Website ([www.eism.org](http://www.eism.org)) home page for information regarding the application process.

The concept of the EISM Mentor Program is that the participants learn how to organise and run major carnivals and this knowledge can then be implemented within the school that employs them. They may also be exposed to Inter-Association Sport on a Team Manager level.

The expectations of students in the EISM Mentor Program are:

1<sup>st</sup> Year – attend and help at:

- 2 EISM Swimming Carnivals
- 1 EISM Athletics Carnival
- 1 EISM Cross Country Carnival

2<sup>nd</sup> Year – attend and help at:

- 2 EISM Swimming Carnivals
- 1 EISM Athletics Carnival
- 1 EISM Cross Country Carnival

3<sup>rd</sup> Year – attend and help at:

- 1 EISM Swimming Carnivals
  - 1 EISM Athletics Carnival
  - 1 EISM Cross Country Carnival
- \*\*\* Support the 4<sup>th</sup> Year Mentor at one of these carnivals.

4<sup>th</sup> Year – attend and help at:

- 1 EISM Swimming Carnivals
  - 1 EISM Athletics Carnival
  - 1 EISM Cross Country Carnival
- \*\*\* Be the person in charge at one of these carnivals.

Years 1 to 4:

- Attend and help at one of the EISM Beach Carnivals.
- Assist as a Team manager at an Inter-Association Sport.

<b>HISTORY OF THE EISM</b>
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The first instance of the Independent Schools in the Eastern suburbs of Melbourne coming together is in 1964. The 5 foundation member schools were:

<i>Aquinas College</i>	<i>(Ringwood)</i>	<i>St Leos College</i>	<i>(Box Hill)</i>
<i>Kingswood College</i>	<i>(Box Hill)</i>	<i>Whitefriars College</i>	<i>(Donvale)</i>
<i>Luther College</i>	<i>(Croydon)</i>		

Initially the competition was for boys only, and the only sport offered was Australian Rules Football. It developed rapidly to include Athletics, Cross-Country and Swimming carnivals, Cricket, Tennis, and Debating. These competitions were held on Saturdays. It was called the **Eastern Independent Schools Association**.

The 1966 Swimming carnival was held at Croydon Memorial Pool on Saturday March 5<sup>th</sup>, commencing at 7.30pm. Competition was in the evening and by 1966 there were 8 schools competing:

<i>Aquinas College</i>	<i>(Ringwood)</i>	<i>St Josephs College</i>	<i>(Ferntree Gully)</i>
<i>Kingswood College</i>	<i>(Box Hill)</i>	<i>St Leos College</i>	<i>(Box Hill)</i>
<i>Luther College</i>	<i>(Croydon)</i>	<i>St Thomas More College</i>	<i>(Forest Hill)</i>
<i>Salesian College</i>	<i>(Chadstone)</i>	<i>Whitefriars College</i>	<i>(Donvale)</i>

The 1967 carnival saw Yarra Valley become involved, and they competed in the 1968 carnival as well. They left the association after this time. The 1968 carnival was the first occasion that Mazenod College (Mulgrave) was involved with the EISM. They took the place of Salesian College who moved on to the ACC.

There was a push for girls to have access to inter-school sport, and after extensive meetings in 1970 the following schools formed the **Eastern Independent Girls Schools Association**:

<i>Aquinas College</i>	<i>(Ringwood)</i>	<i>Mt Lilydale College</i>	<i>(Lilydale)</i>
<i>Chavoin College</i>	<i>(Burwood)</i>	<i>Mt Scopus Memorial Coll.</i>	<i>(Burwood)</i>
<i>Huntingtower</i>	<i>(Mt Waverley)</i>	<i>Our Lady of Sion</i>	<i>(Box Hill)</i>
<i>Luther College</i>	<i>(Croydon)</i>		

Tennis, Softball and a Swimming carnival were contested for the first time in the 1971 season. Matches were conducted on a school afternoon.

The Boys by this stage had included Soccer, Basketball and Table Tennis into their sporting fixtures. Huntingtower joined the boys section of the EISM in 1971, but the boys competition and the girls competition were run as two entirely different entities.

The organising of the EISM was on a rotational basis with each school having their Head of Sport act as the Secretary for 12 months. This was satisfactory for a short while, but it soon became apparent that a permanent Sports Association Secretary would need to be employed. This position became effective from 1977. The initial appointment was Mr George Wilson, Head of Sport at Kingswood College. George held the position of EIS Secretary until the end of 1998. He had been involved with the EISM since its inception, and gave the Association expert leadership and guidance in his time there. George was the one constant in the EISM during the many changes that occurred over the years. His innovations and guidance has seen the EISM grow to become the 'Premier Midweek Co-Education Sporting Competition'.

<b><i>HISTORY OF THE EISM (cont'd)</i></b>
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Part of the original intention of the EISM was for it to have a cultural component for the boys. This took the form of a Music Festival. Students from all schools would meet at a central venue and give a performance. The girls also had the opportunity to do this and also participate in a Drama festival.

1977 saw changes within the EIGSA. Mater Christi (Belgrave) began competing at the start of that year, but opted out of the association in September of the same year. Kingswood sought membership of the EIGSA, whilst Aquinas notified the association that they would not compete in 1978. It was also the year that moves were initiated to combine the boys and girls competitions, with the 2 meeting formally in the middle of Term 2, 1978. After 12 months of joint meetings, the motion "*That there be an amalgamation of E.I.S.A. with E.I.G.S.A. to form one association*" was put to the Principals meeting on the 8<sup>th</sup> August 1979. The motion was defeated. An alternative motion was then put which established a committee of Principals and Sports teachers whose task was to investigate the special needs of schools and also draw up a draft set of rules and regulations. The second draft of this committee had the name of the association as the ESISA, The Eastern Suburban Independent Schools Association. Eventually, the name **Association of Eastern Independent Schools** was agreed upon in April 1980.

The year 1978 was the year when boys first played their matches on week day afternoons. In 1978 there were 13 full member schools of the EIS. A further 3 schools were associate members and could compete in carnivals. Schools were also given invitations to attend carnivals and Parkmore College and St Anne's and Gippsland Grammar School accepted this invitation during the 1980's.

The associate schools were:

*Billanook College* (Mooroolbark)

*Eltham College*

*St Leonards College* (Brighton)

The above associate schools became full members in due course. John-Paul College (Frankston) entered the EIS in 1979 and remained until 1986 when the concentrated on the SIS competition.

It was in 1982 that the Drama component of EISM discontinued due to a lack of involvement from member schools.

With regard to the contact between the EISA and EIGSA, it was deemed that there should be 2 divisions of Boys' schools for carnivals and 1 division for girls. In the first year of 2 divisions, the larger schools were placed in Division 2, and schools with a smaller enrolment were placed in Division 1. This changed for the 1980 carnivals, with Division 1 being the larger schools competition. 1980 also saw the return of Aquinas girls to competition.

In 1980, the Principals agreed that there should be an Executive of the EIS consisting of a President/Treasurer, Vice-President/Secretary, Committee member and Sports Secretary. This Executive was voted in, in October of 1980. Prior to this, the Principals rotated the position of President of the EIS amongst the member schools. In 1981, a representative for the girl's sport was included on the Executive. This position came from the Sports mistresses from within the EIS.

A competition was held to design a logo. It was deemed that just the letters EIS be incorporated into the logo. A student from Mazenod College was the successful contributor. From the time of the acceptance of this logo, until the latest change in the name, the name of the association was EIS, **Eastern Independent Schools**.

<b><i>HISTORY OF THE EISM (cont'd)</i></b>
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In 1984, Salesian College re-entered the EISM after being in the ACC. They stayed in the EIS until the end of 1998. 1986 was also the final of 4 years of St Johns competing in the EIS. They were also affiliated with the SIS schools, and as that competition grew, St Johns felt they would be overcommitted if they continued in both associations.

In 1987, Yarra Valley re-entered the EIS, this time with their girls as participants. St Bedes (Mentone) and Kingswood College, Doncaster were also admitted at this time. Kingswood Doncaster stayed in the EIS until the end of 1989.

A number of schools were interested in after-school sport for their students, and 7 schools competed in a Junior competition (Years 7 & 8) on a Tuesday and Intermediate competition (Years 9 & 10) on a Thursday. This competition ran from 1989 to 1993. The schools initially involved were: Mt Scopus, Sion, Kingswood, Emmaus, Luther, Billanook, Kingswood Doncaster. The matches were scheduled for the times of 3.30pm to 4.45pm.

In 1991, Loyola College (Bundoora) and Knoxfield College (Wantirna South) entered the EIS. St Leos College, a founding member of the EIS, closed in 1994 due to a fall in student numbers. The late 90's saw significant changes to the composition of the member schools of the association. Bialik College and Donvale Christian College joined in 1996, and when Rudolf Steiner (Donvale), Plenty Valley Christian School and Williamstown and Westbourne Grammar (Hoppers Crossing) joined in 1997, the EIS had 25 member schools.

1997 was the last year of involvement for Eltham, Loyola, St Leonards, St Michaels and Williamstown & Westbourne. They formed a new association, the Association of Co-Education Schools starting in 1998. St Bedes were affiliated with two associations, and decided to continue only with their ACC commitment. Sion also left the association at the end of 1997, opting to do without sport for a year. Part of the reason for the dramatic shift in schools at this time was the release of the Shilbury report in the January of 1998. Schools had expressed concerns in 1997 about distances travelled, time of day that sport was being played and the place of sport in the school curriculum. The recommendations of the Shilbury report were for the EIS to aspire to be the '*premier midweek co-educational sporting competition*'. It also went on to suggest that decisions needed to be made as to the geographical area that the EIS should be servicing, and the co-educational nature of member schools entering the EIS.

Two new schools joined in 1998, Alphington Grammar School and Oakleigh Greek Orthodox College. At the end of that year, Whitefriars, a founding member, Salesian and Mazenod all went across to the ACC.

1998 was the final year of George Wilsons tenure as Sports Secretary. Steve Kenworthy took up the appointment of Executive Officer at the start of 1999, and is currently still in this position.

The Yarra Valley girls and boys competed in a different association, (AGS) at their school. When the AGS and APS formed a girl's competition with girls from both associations playing weekly sport, they opted to join this combined sporting entity.

The final name change for the association occurred on November 11<sup>th</sup> 1999. The name now being **Eastern Independent Schools Melbourne**.

In 2001, Nunawading Adventist College and Lilydale Adventist Academy joined the EISM. The Tintern Schools (Ringwood) followed them in 2003 and The King David School (Armadale) in 2004.



### ***HISTORY OF THE EISM (cont'd)***

In 2008, Oxley College entered the association. The Central Division was divided into two equal conferences with Alphington, Donvale, Lilydale, Nunawading, Oxley, Plenty Valley & Rudolf Steiner going into the Northern conference and Bialik, Huntingtower, King David, Kingswood, Knox and OGOC in the Southern conference. The top team in each conference plays off in the final.

Tintern girls had competed in the EISM carnivals since 2003 but had restricted their weekly sport involvement to the GSV competition. From 2010 onwards all Tintern students competed in EISM for weekly sport and carnivals. 2010 also saw Eltham College re-enter the EISM after several years with the ACS competition.

Lilydale Adventist Academy had 10 years membership with the EISM. Sadly, they moved across to another association that catered for smaller schools at the end of 2010.

Kilvington Girls Grammar went co-educational at the beginning of 2012 and to provide sport for their boys they joined the EISM from Girls Sport Victoria. They became the 22<sup>nd</sup> school in the association and it is this number that the EISM intends to cap its membership to.

In 2013, the EISM instituted a third Division for weekly sport to be named the Southern Division. The Eastern Division is for schools with student enrolments over 600. The Central Division is for schools with 400 – 600 students and Southern Division schools have fewer than 400 students. The Southern Division schools will contest weekly sport in a stand-alone competition for most sports but there are still a number of sports that will be offered to both Central and Southern schools. In Cross Country, the Southern Division will be contesting for their own specific individual awards and trophies.

It was with sadness that St Josephs advised EISM that they would be joining ACC in 2017. St Josephs was a founding member of the then EIS. The school had experienced significant growth in numbers in recent years and was a consistent performer in all sports. The EISM wishes them well in their new venture.