CCA Frequently Asked Questions

1. Can my child change their CCA during the term?

Students are not able to withdraw from an activity once they have committed to it. Once a commitment to a sport or activity is made it must be honoured throughout the entire term. Students must also be aware that if they select more than the minimum requirements, then they must commit to each activity in its entirety.

2. What happens if a coach is late?

Students need to inform the relevant school office/reception is a coach is late to their CCA.

3. Do I need to inform the school if my child cannot attend their CCA?

Yes, if students know that they are unable to attend their CCA on any given day in advance, they must inform their CCA teacher or parents may write a note in the student planner to explain their absence.

4. My child’s coach has asked me to purchase something from outside but I cannot find what I am looking for.

It is the coach’s responsibility to inform all students/parents of any equipment that may be required in order for your child to take part in their CCA. Where applicable, the coach will advise where these items can be purchased and at the best possible price, failing which, please ask your child to clarify with the CCA teacher.

5. My child cannot find the venue of their CCA?

Allocation of CCAs for term April – July 2014 will be on the Notice Board in the school’s cafeteria during the first week of term (CCAs usually commence from the second week of term). Students must ensure they are aware of their CCA options and room allocations during the first week of term. If they are unfamiliar with their CCAs location, they should ask a member of staff in advance of their CCA commencing.

For younger students, CCA teachers will meet them in the MPH during the first week of CCAs.

6. What happens if there is a change of venue and I haven’t been informed?

We endeavour to communicate any changes to CCA venues at the earliest opportunity. Any change will be communicated to students.

7. What happens where a cancellation of a CCA occurs and I have not been informed?

We endeavour to communicate any cancellation of a CCA at the earliest opportunity. Any cancellations will be communicated to students verbally and students will be supervised until their pick up time. This will ensure that parents are not inconvenienced.
8. Can I propose a new CCA?

Yes, If you would like to propose a new CCA for the next term then please email your suggestion to Deputy Principal, Mr. Robinson at the following address; trobinson@tenby.edu.my. We are happy to review any proposals you wish to put forward.

9. Is the attendance of students in CCAs monitored?

Yes, attendance in CCAs is monitored. All CCA staff take class registers at the beginning of each CCA. If students know that they are unable to attend their CCA on any given day, they must inform their form tutor / CCA staff member in advance or parents may write a note in the student planner to explain their absence.

10. If there is a cancellation of a CCA are we reimbursed or is there a replacement CCA?

The school may cancel a CCA if for example the student uptake of that particular CCA is too low, in which case it cannot viably run. If this occurs then you will be fully reimbursed and students will be able to choose another CCA from the list of options available.

For external coaches, part of their requirement is to make sure their CCAs always goes ahead as scheduled, in which case, if they are unable to attend their CCA they will provide a replacement coach. Should weather intervene (e.g. haze) outdoor activities will be moved inside.

Please note that students are unable to withdraw from an activity once they have committed to it. Once a commitment to a sport or activity is made it must be honoured throughout the entire term.

11. Can I liaise directly with the coach?

Yes, of course you can liaise directly with the coach.