

Parent-Student Interactive Guide to Community Sports



Community Sports



Introduction to Community Sports

The JIS Community Sports (CS) programs offer sporting and fitness activities in order to better serve both students and adults. These activities are operated outside the JIS curriculum and so carry a separate fee per program. We offer a wide variety of year-round, after-school activities and holiday camps taught by expatriate and local experts for Elementary, Middle, and High school students, and we further have offerings for adults.

This JIS Community Sports Handbook is a supplement to the main JIS Athletics Handbook that details all school and Athletics Department policies by which Community Sports and all its members and participants must abide. The Community Sports handbook has been created as an extension of the main JIS Athletics Handbook to serve as a reference guide for additional topics related to Community Sports. The handbook aims at giving everyone a better understanding of the policies and procedures in place, and to help make their experience as efficient and enjoyable as possible.

Discretionary power lies with the school and administrators. This handbook is not intended to be all-inclusive. We acknowledge that there will be situations that may arise that have not been identified in these handbooks, and these situations may be addressed on an individual basis.

Thank you for your support of Jakarta Intercultural School and its Athletics programs.

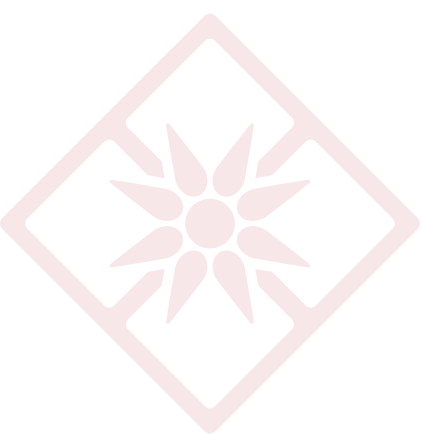
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Community Sports

Our Purpose

The Community Sports division of the JIS Athletics Department is designed to provide athletic opportunities to participants that:

1. Are guided by the [JIS Core Values](#).
2. Observe and promote the JIS Athletics Department Philosophy and Mission.
3. Provide a place for students to enjoy sport outside of school.
4. Are a pipeline for students to acquire and improve in the sport.

Codes of Conduct

1. Respectful Role Model Behavior
 - a. Everyone is expected to demonstrate respectful behavior to others on campus.
 - b. Adults have the additional responsibility to demonstrate role model behavior to children.
2. Respectful Sport Spectator Behavior
 - a. Sport is for personal development and fun. Show individual and team support by making only positive comments. Refrain from using negative or abusive language, gestures, and behavior.
 - b. Be courteous to opposing teams. Without them, there would be no games.
 - c. Show respect for the judgment and integrity of coaches, referees, and officials.
 - d. Be gracious in victory, accept defeat with dignity, and show compassion for all participants.
 - e. Acknowledge fields, courts, and equipment as the players' domain during the games.
 - f. Monitor the safety of children in the bleachers, and keep bleachers clean by using trash bins.
3. Click the following to view the full [JIS Access Code of Conduct](#).

Registration for CS Programs

General timeline and months when registration occurs:

- Semester 1: August
- Semester 2: December

Steps to confirming enrollment:

1. Open the registration website [JIS Academy and Community Sports](#).
2. Choose the activity and click on your child's name.
3. Update and check out.
4. Choose your payment method either cash at the business office or online payment with a credit card.
5. Accept the terms of service.
6. Finalize the payment.

Is there a selection process, or is it first come, first serve?

Registration for most CS programs is on a first-come, first-served basis and parents may register online through the JIS Academy (JA) portal. For sports that have tryouts as a requirement, such as AquaDragons, Elite Soccer, Elite Badminton, Elite Basketball, and Gymnastics, a private link for registration will be sent to participants following the trials.

Allocation of CS Participation Fees



For each sport or program, there will be a fee charged that is set by the program providers (e.g. coaches' organizations, sports club providers, organizing committees, etc.). The fees charged will be unique to each sport or program and will determine the amount by calculating several variable costs.

Variable costs specific to each sport program:

- Admin costs
- Referee fees
- Uniforms
- Tournament fees
- Awards
- End of season parties
- Coaching salaries

In addition to the variable costs, JIS also applies fees.

JIS fee costs:

- IDR 800,000 for a semester activity
- IDR 400,000 for two months or less activity
- IDR 200,000 for a clinic or camp

The JIS fees cover the cost of:

- Nurse coverage
- Facilities operating fees & staff
- Security staff
- Utilities

Refund policy

1. Due to staffing considerations, Community Sports employs a strict refund policy. There is an IDR 250,000 administrative fee on refunds unless the class is canceled or changed by the Community Sports office.
 - a. Before the second class meeting: 100 percent refund minus the IDR 250,000 administrative fee (when applicable).
 - b. After the second class meeting: No refund.
2. JIS Community Sports reserves the right to cancel all programs due to insufficient enrolment or staffing.
3. JIS Community Sports reserves the right to change or alter dates and times. If a program is canceled by the school for any reasons other than a lack of enrolment, staffing, or an issue not covered by the terms of the school's student enrolment contract, there will be a 100 percent refund and no administrative fee.
4. There will be no refund for a student who is asked to leave the program for inappropriate behavior, the use of tobacco, drugs or alcohol, non-notification of a serious medical condition, or whose conduct is detrimental to the program.
5. No refund will be made for a student's late arrival, early vacation, or family vacation. All refund decisions are at the sole discretion of Community Sports.
6. There will be no refund in case of force majeure, natural disasters, and/or unscheduled school closures for student safety.

Scheduling & User Regulations for JIS Athletics Facilities



JIS facilities may be used by the following groups in order of priority:

1	IASAS Conference events
2	JIS Curriculum Groups and PE Classes
3	JIS Cocurricular Athletics & Activities: Sports, Creative Arts, Clubs
4	JIS Sponsored Activity: UN Day, MS Madness, Cilandak Games, Conferences
5	JIS Affiliated Activities: PTA Fair, JIS Road Race
6	Community Sports and JIS Academy
7	Individual recreational use by a JIS community member

Scheduling standard operating procedure for daily hours for JIS Athletics official school teams & Community Sports programs:

Campus	Time	
PIE	Monday – Friday	2:00 PM – 6:30 PM
	Saturdays & Sundays	8:00 AM – 5:00 PM
PEL	Monday – Friday	2:00 PM – 5:30 PM
	No weekend availability	
Field 3	Monday – Friday	4:45 PM – 7:15 PM
	Saturdays & Sundays	07:30 - 10:30 AM (Sem 1) 09:30 AM - 6:00 PM (Sem 2)
CIL	JIS Athletics official school teams	
	Monday – Friday	6:00 AM – 5:30 PM
	Saturdays & Sundays	7:00 AM – 1:00 PM
	Community Sports programs	
	Monday – Friday	5:45 PM - 7:15 PM
	Saturdays & Sundays	1:00 PM – 7:00 PM

Water Bottles

1. All participants must bring their own water bottles every day, labeled with their names on the bottle.
2. The school does not supply water bottles or other items used for drinking.
3. A person is never allowed to drink directly from a water source unless it is a water fountain that has a designated mouth spout.
4. The sharing of water bottles is prohibited.
5. Water bottles can be purchased at the Booster Hut.

Sustainability & Single-Use Plastics Guidelines

1. Do not bring or use single-use plastic items (such as plastic drinking bottles, straws, utensils) as much as possible.
2. Bring a reusable water bottle/hot drinks cup and use our water fountains located in various locations at or near the athletic facilities.
3. Observe cleanliness and avoid littering throughout school premises.
4. Throw away and separate trash into the appropriate bins around school.
5. Please be mindful of water use and electricity use.

Parent Volunteers

Parents may volunteer as:

Assistant Coaches

Assistant Coaches support the Head Coaches in planning as well as motivating, guiding, and instructing the sports teams and individual participants to deliver a quality sporting experience to all the athletes.

Members of a sport-specific Parent Committee (PC)

Parent Committees are an advisory group for specific sports that aid and assist the sport's administrator and the Community Sports Program Assistant. A Parent Committee may act in lieu of a specific sport having an administrator assigned or hired. Parent Committees are detailed further in its own subsection of this handbook.

Persons to assist in scheduling and organizing sports clinics or camps from local or overseas contractors

Parents with information or connections to sports providers that align with our mission and objectives may inform the JIS Athletics Office of their request to bring an organization to our school. Parent volunteers may be invited to be involved in the process of confirming, organizing, and managing the recommended sports clinic or camp.

Parent Committees

Community Sports recognizes that by working with individual sports PC, we have the opportunity to offer a larger, more in-depth and specialized sports program to our community. Parent Committees are an advisory group for specific sports that aid and assist the sport's administrator and the Community Sports Program Assistant. Parent Committees are established to give invested parents an opportunity to offer recommendations for improvement for their program and to be part of planning and organizing events. A Parent Committee may act in lieu of a specific administrator should an administrator not be assigned, hired, or available for a program. The following list details areas where a PC can assist and advise:

- Establish program fees and develop the program's annual budget for submission to CS (one month prior to registration opening).
- Recommend equipment purchases.
- Organize additional activities such as camps or coaching clinics.
- Recommend Coaches for hire as well as salary changes.
- Establish or recommend Leagues for CS teams to participate in.
- Seek sponsors to reduce costs.
- Choose uniforms.
- Solicit and manage volunteer parent coaches.
- Communicate with other parents related to logistics and policy.
- Choose and organize the sale of merchandise.
- Recommend sport-specific policy promoting safe and efficient operations.

JIS Community sports are part of JIS Athletics, and you can click [here](#) to view the JIS Athletics Handbook

