1. Diocesan Sport Coordinator K-12 (DSC)
   Robert Ellison, CEO, Lismore
   Phone: 02-6622 0422
   Mobile: 0418 643 476
   Fax: 02-6622 0990
   Email: rellison@lism.catholic.edu.au
   Website (Diocesan Sport): sport.lism.catholic.edu.au

2. Diocesan Secondary Sports Association:
   - Made up of each Diocesan secondary sports coordinator.
   - Meetings Term 1 and 4.
   - Advisory (to DSC) and decision-making body, e.g. Diocesan calendar, venues, conveners, managers, liaise with state body.
   - Agenda and minutes emailed to sports coordinators and principals.

   Executive Officer: Kym Skerritt
   Contact: 0419 464 074
   Email: k.skerritt@csss.nsw.edu.au
   Website: www.csss.nsw.edu.au

4. Representative Sport Pathways – see handbook – now online.

5. Diocesan Secondary Sport Coordinators Gathering:
   -Term 3 2015 (next Gathering) - biennially
   -Yamba.
   -Program TBA.
   -Aimed at skilling sport coordinators and schools to provide more effective and efficiently operated sports programs.

6. Diocesan Sports Website (see address above):
   -Primary and Secondary Calendar.
   -Links – to school system and other relevant sports websites especially to NSW CSSS (Catholic Schools Sports Service) website
   -Primary Sport – latest news, teams, results, records, photos.
   -Secondary Sport – latest news, teams, results, records, photos.
   -Contacts - Diocesan Managers and Conveners - School Sports Coordinators.
   -Diocesan Secondary Sport Coordinators' Handbook – Resources Section
   -Diocesan Secondary Convener and Manager Handbook – Resources Section
7. **Diocesan Secondary Sports Handbook:**
   - Information to assist secondary Sport coordinators to carry out their roles.

8. **CCC “Journal” – now online – incorporated into CSSS website:**
   - Contains all dates, nomination forms, contacts and a myriad of essential information.
   - Revamped, modernized, interative for start of 2012
   - Online nominations - mainly parents for individual nominations (e.g. CCC golf, tennis, girls’ cricket, triathlon, diving, boys’ hockey, volleyball) and the Diocesan Sport and Health Coordinator who will register Diocesan teams. Strict requirements e.g. adhering to closing dates). School sport coordinator registers school teams e.g. team triathlon. Principal approval needed if not delegated to sport coordinator to approve. Notification of the need to do this via a website generated email following parent registration.

9. **Casual Release for Sports Events:**
   - Casual release, in summary, is only for:
     - convening / hosting a Diocesan event.
     - managing a Diocesan team.
     - attending Diocesan meeting or Diocesan sports coordinators gathering.
   - **NO** sports budget funding is available for teachers managing a school team attending Diocesan or other sports event.
   - Fund/Reason Codes will be advised at the time of the event.

10. **Diocesan (and higher levels e.g. NSW CCC) Sports Calendar:**
    - Decided upon by late Term 3 or early Term 4 of previous year
    - Updates provided as received – email, website, meetings.

11. **Contact / Communication:**
    
    Every effort is made to keep sports coordinators and principals informed: Email (the preferred option), website, Google Docs, phone, fax (rarely), mail. Reports are provided to schools on Diocesan events and trips to state events as soon after the event as possible.

12. **Risk Management in Sport:**
    - A high priority but needs everyone’s cooperation and vigilance.
    - DSHC prepares a risk management plan for each Diocesan event / trip but this is a starting point which needs development and close following from conveners, managers and all involved.
    - Risk management pro formas can be found in the appendices of the “Guidelines” document above.
13. Diocesan Sports Venues:

   Every effort is made to spread major and other Diocesan sports events throughout the Diocese, e.g. in 2015:

   Swimming - Kempsey
   Cross Country - Grafton
   Athletics - Coffs Harbour
   Touch - Lismore
   Netball - Port Macquarie

14. Wet Weather Arrangements

   If there is a possibility of postponement: Sport coordinators and parents/families should go to the Diocesan Sport Website
   http://sport.lism.catholic.edu.au

15. Diocesan Sports Managers and Conveners nomination now online (Google Drive):

   Teachers with interest, experience and qualifications in a given sport are encouraged to nominate for one or more of the many positions on offer.

   Principal must sign nomination before it can be accepted by DSC.

16. Sports Administration through IT:

   In recent years, the Diocese has developed, implemented and inserviced sports coordinators on two programs:

   - Carnival Administration
   - Sport Selection (for weekly/term sport)

   These programs are running in some of our schools. Sport coordinators should seek support where needed from the Regional Network Support Officer or the IT staff at the CSO