

IAS Extracurricular Clubs guidelines

Club Duties

The school's clubs are important extracurricular activities offered to our students once a week. They are scheduled on Wednesdays during 8th period. Full-time teachers must take part in the organization and overseeing of these clubs, and can work in union with others (therefore, rotating duties).

Below are the policies for planning and carrying out weekly clubs:

- Teachers must have their clubs approved by administration prior to the start of the school year.
- Teachers may work in pairs in collaboration of a single club, so long as authorized by administration.
- If no students attend a club, the teacher must immediately inform a member of the administration. A different club must then be organized and a new summary written.
- All teachers running an outdoor club must have an alternate plan for their students due inclement weather.
- Clubs must be engaging. If students are watching a movie or working on the computers, there needs to be breaks for discussion and reflection.
- Any students leaving campus during club time must be accompanied by a teacher unless expressed written consent is given by parents.
- A club should not have more than 25 students
- Students may try some different clubs of interest during the first two weeks before settling on a chosen club for the rest of the semester.
- An attendance should be taken by the teacher(s) at the beginning of the club
- Some teachers will be unable to take part in a club due if they are teaching IB at the same time. These teachers will have additional supervision duties instead

Sample Clubs: Film studies, art-drawing, art therapy, dance, sport-activity, chess-board games, ICT-programming, drama, cultural studies, creative writing, foreign language, volunteer service