

SCHOOL GAMES MARK TIMELINE FOR SCHOOLS

If you are planning to apply for the School Games Mark Award, it is advisable to consider the criteria as a year long process rather than waiting until the end of the summer term. This document has been produced to support you with the application process and help you consider which criteria could be addressed at different times of year. Please note: this document does not replace the criteria or guidance notes as these actions do not cover every criteria. Please see the full criteria list and guidance notes which are available on the School Games website.

RESOURCES AVAILABLE TO SCHOOLS ON THE SCHOOL GAMES WEBSITE TO HELP YOU WITH YOUR SCHOOL GAMES MARK APPLICATION



- High Quality Competition Principles
- Teacher Website Guide
- School Sport Organising Committee/Crew Resources
- Blogging Information
- Young Media Leaders Resources
- NGB Leadership Pathway
- Certificate Templates
- School Games Values Logos & The Official School Games Logo
- Competition Invite Templates
- Press & Social Media Guidance
- Supporting Documents for Engaging Pupils with SEND Needs



AUTUMN TERM



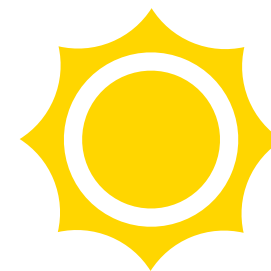
Actions	More information
Familiarise yourself with the criteria required for this year's School Games Mark and make a note of the numbers and % required for your school of your size.	Log in to your dash board and follow the link https://www.yourschoolgames.com/app/resources/71/ Or go to the resources section on your dashboard and search in the category School Games Mark Guidance notes to help interpret the data can be found here: https://www.yourschoolgames.com/app/resources/67/
Plan your competition entries for the year ahead (A,B & C Teams)	Contact your School Games Organiser (SGO) for a calendar of events or look at the events section on your school dashboard on the School Games website.
Register on the Active School Planner website and complete a heatmap for your school/class. Completing it now will give you time to implement some of the action points.	https://www.activeschoolplanner.org If you registered last year then you do not need to register again, your log-in details will be the same. If a member of staff registered your school last year and has now left your school please click and use the 'contact us' option on the bottom left corner of the website page.
Identify your least active students	See the guidance notes for more information https://www.yourschoolgames.com/app/resources/67/
Speak with those least active to identify their reasons for not participating. Use this info to start planning your extra curricular programme to engage the least active.	Change 4 Life Resources can be very useful to support you in developing opportunities to engage the least active students.
Identify your Leaders/Start your School Sport Organising Crew/Committee	Pupil guides, teacher guides and training resources for development of School Games Orgaising Committees and Crews are available on the School Games Website. Go to the resources section and search in the guidance category.
Add your School Games Day date to your dashboard	Instructions on how to do this can be found on the guidance notes or on the School Games Website here: https://www.yourschoolgames.com/app/resources/48/
Plan your Intra School Competitions	The intra school sports competitions should use the School Games Formats (44 sports available). These formats can be found in the resources section of the School Games website.

SPRING TERM



Actions	More information
Complete your Inclusive Health Check (IHC)	Your Inclusive Health Check can be found on your dashboard of the School Games Website www.yourschoolgames.com Complete it now so you have time to use the action plan that is generated when you complete the self-review. It is quick and easy to complete and there is no pass/fail, it is a self review.
Deliver an extra-curricular club to engage your least active	Change 4 Life Resources can be very useful to support you in developing opportunities to engage the least active students.
Check your extra-curricular participation & competition entries	Check that you are on track to enter the right amount of competitions to get the level of award you are aiming for. Keep registers of extra-curricular participation and decide if you need to act to engage more students this term.
Embed your Personal Challenges	To find new ideas check out #SGChallenge via social media. Ask your leaders to promote Personal Challenges at break and lunchtime and raise the profile of Personal Challenge by celebrating improvements and progress made by individuals.
Update your SG noticeboard/ communication to parents	Your noticeboard needs to promote the School Games. Logos can be found on the website in the resources section in the 'branding' category here: https://www.yourschoolgames.com/app/resources/2/
Ensure you have used the School Games Values or your own values to support the competition experience for your students	More info about the School Games Value (Spirit of the Games) and copies of the logos can be found on the website: https://www.yourschoolgames.com/app/resources/38/
Work with your SGO and access some Physical Activity CPD to support your work back in school.	Your SGO may be offering a formal CPD opportunity to promote the benefits and importance of Physical Activity or this could be a developmental conversation; agenda item at a PE Co-ordinator meeting etc. If you haven't accessed any yet, contact your SGO.
Look ahead and schedule some time in your diary for next term to start the application process or attend a clinic/workshop delivered by your SGO.	The application window this year is 08 May – 09 August.

SUMMER TERM



Actions	More Information
Block out some time in your diary for later this term to ensure you have time to complete the application	Your SGO may have organised some drop-in clinics/workshops to help you to apply for the award. If it is your first time applying then you may want to ask your SGO for additional support.
Check your competition entries	Check to make sure you have entered enough competitions/organised enough intra-school competitions to apply for the level of award you want - if not, plan some additional opportunities this term.
Engage your students in leadership opportunities	Use your student leaders to support some of your intra-school competitions, festivals, your School Games Day and Personal Challenge opportunities. Take photographs and keep lists of your leaders and the activities they've been involved in.
Go back to the criteria and check that you have everything in place that you need.	<p>If you do this at the start of the summer term, it allows you to address anything that may be missing before you get the completing the application later this term.</p> <p>For the criteria - log in to your dash board and follow the link https://www.yourschoolgames.com/app/resources/71/</p> <p>Guidance notes to help interpret the data can be found here: https://www.yourschoolgames.com/app/resources/67/</p>
Ensure you have your evidence in place, participation figures as this will help make the application process	<p>Take all this information to any clinics/workshops delivered by your SGO</p> <p>Keep it all in one file in case you are selected for a validation visit.</p>
If you are applying for Platinum this year, prepare your submission for your case study	This can be video evidence or written documentation supported by photographs. You should consider inviting your SGO to see what you've been doing at school as they will need to write a supporting statement after you have submitted your application.
Celebrate your success if you achieve the award	<p>Use social media to celebrate your success, add information to your newsletter to inform parents and use an assembly to celebrate with your pupils. For School Games press and social media guidance go to your dashboard resources section and search for 'guidance' in the category list or click here: https://www.yourschoolgames.com/app/resources/46/</p>