



OFFICE OF THE PRINCIPAL

Sophia College for Women
Empowered Autonomous

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An Institution of
the Society for the Higher Education
of Women in India

SPORTS POLICY

1.	Administrative Policy Number (APN): SCWAPN/38	Functional Area: to focus on enhancing facilities, encouraging participation across diverse disciplines in sports.
2.	Brief Description of the Policy:	Purpose: to promote a healthy balance between academic achievement and athletic excellence. Audience: All stakeholders of the organization.
3.	Policy Applies to:	Staff and Students
4.	Effective from the Date:	26 th November, 2018
5.	Approved by:	College Development Committee (CDC)
6.	Responsible Authority	IQAC
7.	Superseding Authority	Principal
8.	Last Reviewed. / Updated:	New Policy
9.	Reason for the policy	To enhance physical well-being, foster teamwork, and instil leadership skills among students.
10.	References for the policy	UGC/ University of Mumbai.

Introduction

Sophia College for Women champions a robust sports policy that integrates athleticism with academic excellence, fostering holistic development among its students. Emphasizing participation, skill development, and competitive spirit, our institution is

committed to nurturing a culture where sports play a pivotal role in shaping well-rounded individuals.

Purpose

To ensure the proper utilization, maintenance, and management of sports infrastructure, facilities, and equipment. This policy aims to provide a systematic approach to maintaining sports infrastructure, facilitating regular practice sessions for students, and ensuring that all sports-related data is properly documented and audited.

This policy applies to the Physical Education Director, faculty, staff, and students involved in sports activities.

Responsibilities of the Physical Education Director/ Sports Director

- The Physical Education Director is the in-charge of the department/section
- Ensure the proper utilization and maintenance of sports infrastructure, facilities, and equipment.
- Provide regular practice sessions to students in their respective fields and courts.
- Maintain sports equipment in good condition.
- Update the stock register with every new procurement and condemnation.
- Perform annual stock verification with the help of the committee instituted by the principal.
- Maintain all data pertaining to student achievements, events conducted, student participation in
- external events, and other sports activities for audit purposes.

Procedures

1. Utilization and Maintenance of Sports Infrastructure:

- The Physical Education Director shall ensure that sports fields, courts, and facilities are properly maintained and utilized.
- Regular inspections shall be conducted to identify and address any maintenance needs.

- Any repairs or maintenance work required shall be documented and addressed promptly.

2. Provision of Regular Practice Sessions:

- The Physical Education Director shall schedule regular practice sessions for students in their respective sports fields and courts.
- Coaches and trainers shall be assigned to provide guidance and training to students during practice sessions.

3. Maintenance of Sports Equipment:

- Sports equipment shall be regularly inspected and maintained in good condition.
- Any damaged or worn-out equipment shall be repaired or replaced promptly.
- The Physical Education Director shall ensure that equipment is stored properly to prevent damage.

4. Stock Register and Annual Stock Verification:

- The Physical Education Director shall update the stock register with every new procurement and condemnation of sports equipment.
- Annual stock verification shall be conducted.

5. Documentation and Audit:

- All data related to student achievements, events conducted, student participation in external events, and other sports activities shall be properly documented and maintained.
- Regular audits shall be conducted to ensure compliance with this policy.

By implementing this policy, the institution aims to ensure the effective management of sports infrastructure and resources, providing students with the best possible environment for their physical development and sports activities.

A.P. Pahl

IQAC Coordinator

**Coordinator
IQAC
Sophia College**



Sandhya P. Pahl

Principal

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