

# INDIAN TRAIL HIGH SCHOOL & ACADMEY

## PHYSICAL EDUCATION POLICIES

### INTRODUCTION

The following are Physical Education Department policies and requirements. They are made available to students, parents, and teachers so that physical education can be fair, enjoyable, and safe for all.

### POLICIES

#### 1. CREDIT REQUIREMENTS

Physical Education is a graduation requirement for all students. Passing work earns a 0.5 credit per semester with 1.5 credits required for graduation. Students must successfully complete Physical Education Foundations and any combination of the following courses: Lifetime Fitness, Active Lifestyles, and/or Personal Fitness. Co-ed students are required to participate in activities and to achieve a combined passing grade based on attitude, cooperation, effort, participation, and skill and written tests.

#### 2. MAKE-UP WORK

It is the student's responsibility to make arrangements for missed work. The student has until the end of the grading period to make up work. Failure to do so in this time will result in a grade of zero. Athletes and students on field trips who will miss a class must make arrangements PRIOR to their absence.

When a student misses class for whatever reason it is his/her responsibility to make up missed work (i.e. skill tests, written test, assignments, etc.) and participation time. He/she has two options to make-up the lost participation time. No other methods of make-up will be accepted unless cleared or arranged with your PE teacher first.

\*PE make-up Intramurals: Offered **before** and **after** school on the school grounds. The student will be engaged in some type of physical activity during this make-up time. Your physical education instructor will let you know of the specific days and times of intramurals because the schedule may differ by quarter. You must attend **45 minutes** of intramurals to make up one day of participation. Be sure to sign in with the instructor in charge of intramurals. You must be continuously active during the make-up time to get full make-up points; no partial points will be given. Refer to syllabus for days and times.

\*Written Report: Students may select to complete a hand written report on a sport or athlete. However, this option can only be completed three (3) separate times to count toward a maximum of three (3) make-up days. If a student has subsequent days of make-up, he/she must utilize the intramural option.

#### 3. CLASS LENGTH AND SHOWERING

Classes are 53 minutes in length. Approximately five (5) minutes are allowed before the activity to get ready and five (5) minutes after the activity for dressing and showering. Showering is encouraged but not required. Towels will be provided for the students.

#### 4. **UNIFORMS**

A physically educated student should have the necessary knowledge and skills to maintain an active, healthy lifestyle. In order for our students to achieve this status, they are required to dress appropriately for participation in physical education class. The following dress procedure has been established for students.

**No student will be allowed to participate without wearing appropriate gym apparel.**

**The district dress requirements in Physical Education are as follows:**

**Shorts** are to be the standard athletic type of any color and with an elastic waist. No short shorts or cut offs are permitted. Sweat clothing can be worn over the gym outfit. Jeans or slacks are not permitted.

**Shirts** are to be a round neck tee shirt with sleeves. Any color is acceptable; however, shirts must be of an appropriate length and may not contain inappropriate writing or pictures. No cut off or bare mid-riff tee shirts are allowed. Sweatshirts/sweatpants will be needed for outdoor activities.

**Shoes** are to be standard basketball, tennis or jogging shoes. Turf shoes or shoes with cleats are not allowed.

- Clean, lace tied or Velcro fastened gym shoes ONLY.
  - \* No zipper, slip-on or any other fasteners will be allowed.
  - \* No platform, elevated soles, roller tennis shoes or hiking-style tennis shoes will be allowed.
- Shoe must cover the whole foot.
  - \* Shoes missing any parts (heels, toes, etc.) will not be allowed.
- Bottoms must be white or non- marking black.
  - \* Any shoes that mark the floor will not be allowed.

**Socks** should be of a sweat sock variety and need to be worn to participate.

**Health and Hygiene Considerations: Gym shorts and shirts should be used for physical education only. Students should not wear gym clothing to other classes or as underwear.**

**For safety reasons appropriate dress is left to the teacher's discretion.**

5. **LACK OF UNIFORM**

Students reporting to class without appropriate PE attire will lose points and depending on their attire might not be allowed to participate. Penalty for “no dress” see rubrics for PE on last page. If the instructor deems the student’s apparel to be unsafe then the student must sit out and receive a zero for that day’s points.

“No dress” will also occur when students do not bring proper clothing for outdoor units. Students are responsible for having a change of clothing available every day despite the unit in which they are participating.

Required safety equipment (i.e. catcher’s mask, goalie equipment, safety goggles, etc.) are considered part of the daily uniform and must be worn by students participating in these units. Failure to do so will result in a “no dress.”

**Athletes’ Note: Coaches of student athletes will be notified when athlete receives a “no dress.”**

6. **GYM LOCKERS**

Each student will be assigned a gym padlock and locker that will be used throughout the semester. **Students should not give their combination to others. The only combination you will receive from your P.E. instructor will be your own.** Do not share your gym locker with another student. Please use the locker that is assigned to you.

Objects of high value or large amounts of money should never be brought to gym class. Lockers are not guaranteed secure. Be sure to lock up all your possessions at all times. Do not leave anything outside the locker and unlocked during class time. Do not hang jewelry on the hooks in the lockers. Put these items in pockets or purse so you do not leave it behind.

7. **LOCKER ROOM USE**

The locker room is off limits from 7:30 a.m. – 3:00 p.m. unless the student is in class or has a pass from one of the P.E. instructors. Access to the locker room can only occur with a pass from a PE instructor. Being in the locker room without a P.E. instructor’s permission will result in an escort to OSM so that a dean can handle the situation. THERE WILL BE NO EXCEPTIONS. Do not use your gym locker to store books, lunches or money that you will need during the school day. A student must be in the locker room when the bell rings. If they are tardy, another teacher or security personnel must let them into the locker room.

**The athletic locker rooms will be locked during the school day and access will not be granted under any circumstances; plan accordingly.**

8. **LOCKER ROOM CARE**

To maintain cleanliness of the locker room, do not bring in food or beverages into this area. Do not write on benches or walls. Doing so will be treated as vandalism to school property. Leave messages written on boards as they are. Report damage to your instructor. Smoking or use of chewing tobacco in the gym or locker room will result in a visit to the OSM. Do not bring glass containers of any sort to the locker rooms.

9. **GYM – WEIGHT ROOM USE**

Students are not to be in the gym or weight room outside of class unless they are issued a pass from a receiving P.E. instructor. Passes and permission must be obtained from the PE instructor prior to the hour needed. Passes from other instructors are NOT allowed and will be revoked. The pass procedure guarantees the safety of all students. Students on a pass to the gym/weight room must dress out and follow all other P.E. regulations or their privileges will be revoked. Students with release or any other type of pass are **NOT** to be in the P.E. area.

10. **TARDINESS / LEAVING EARLY**

Students must arrive for class within the 5 minutes passing period. **Girls and boys must enter/exit the locker room through the hallway door.** Arriving 20 minutes or less late to class will be considered a tardy, meanwhile arriving more than 20 minutes late to class will be considered a truancy. Near the end of class they must remain in the locker room with the door closed until the dismissal tone. Students may not wait in the gym for the dismissal tone. Students who leave class without permission may not receive points for the day. Chronic attendance issues will be referred to the OSM. It is expected students remain in designated areas until dismissed.

11. **INJURIES**

Report all injuries to your instructor. Do not leave class without your instructor's knowledge and permission. For personal safety, dangling earrings, necklaces, bracelets, and rings must be removed. Gum, candy and other objects are not allowed during participation in activity.

12. **EQUIPMENT MISUSE**

Mistreatment of equipment (i.e. spitting, climbing on volleyball standards, hanging from hoops, throwing or kicking equipment, pushing on dividing curtain, unauthorized removal of equipment from storage areas, etc.) will not be tolerated by the P.E. staff. Students will be referred to the OSM office where subsequent disciplinary action will be taken. Repeated violations will be directed to the school administration.

13. **SAFETY VIOLATIONS**

Proper safety procedures must be followed by all students while in class and the locker rooms. A safe environment must be maintained by the staff for the benefit of all students and staff. Safety rules for all units are listed in this booklet and are covered by the instructor on the first day of the unit. Students are responsible for following the safety rules for each unit.

**Actions that endanger the safety of others or flagrant disregard of safety rules will result in disciplinary action which may include removal from class.**

14. **IMPROPER LANGUAGE / HARASSMENT**

Our school expectation is that all students and staff treat each other respectfully. The KUSD district code of conduct will be followed.

15. **ONE-DAY PARENTAL HEALTH EXCUSE**

Health excuses from parents/guardians are good for ONE DAY ONLY. Any health problem that will result in a student being out of P.E. for more than one day requires a physician's medical excuse (see below).

16. **MEDICAL EXCUSES**

A written doctor's excuse is required for any health situation excusing or limiting a student's participation in P.E. for 2 days or more. The medical excuse should include an explanation of the injury and its effect on the student's participation in class, the amount of time the student will miss class and an expected date of return. The doctor should also list any physical activities in which the student can participate (student should inform the doctor of upcoming units).

**SHORT TERM MEDICALS:** Students will report daily to the teacher to determine if he/she will stay within the class or be sent to another designated area. Students are responsible for all written work during this time.

**LONG-TERM MEDICALS:** If a student misses **75%** or more of the grading semester due to a medical excuse(s), he/she will be dropped from the class and will need to retake physical education during a different semester or over the summer when the student is healthy to participate.

The medical excuse should be given to the main office and school nurse to be duplicated and filed. A copy should be given to the P.E. teacher.

17. **FIRE DRILL / EVACUATION**

Physical education classes will exit through the doors indicated by their instructor. You are to stay with your class the entire time.

**18. PENCILS**

Students are responsible for providing their own pencils for unit exams.

**19. CELL PHONES & IPODS**

Cell phones, IPODS, cameras, and other electrical devices are not to be used while in the locker rooms. Any student found with a cell phone, IPOD, etc. visible in a locker room will be referred to the OSM in accordance with the building rule. It would be advisable to not have these devices with you in physical education due to the possibility of theft.

**20. PERSONAL PROPERTY IN THE GYM**

At no time should any student bring personal property into the gym. All book bags, purses, jackets, etc. should be left in the locker room and locked in student's locker. If you have problems, please speak to one of the instructors in your appropriate locker room.

**21. GRADING IN PHYSICAL EDUCATION**

**A. Daily Participation Grade – 20 points per day: see rubric last page**

**B. Unit Grade:**

80%	Daily participation points P.A.C.E.
20%	Quizzes/unit exams

**C. Semester Grade:**

80%	Quarter 1 and 2
20%	Final Exam

or

80%	Quarter 3 and 4
20%	Final Exam

# Indian Trail PE Rubric: 20 points per day

**(P) Participation:** Participates during physical activities.  
Displays quality movement during activity.  
**5 points** Stays on task and is self-motivated.  
Trying to make personal gains (i.e.: improve physical fitness, improve skills).  
Follows safety precautions.

**(A) Attitude:** Positive attitude during activity.  
Strives for personal best.  
**5 points** Tries to improve fitness level or skills.  
Encourages others.  
Stays on task.

**(C) Cooperation:** On time and in the correct roll call position.  
Not disrupting others and follows safety precautions.  
**5 points** Listening attentively during instructions.  
Willing to try new activities.  
Respectful of classmates.

**(E) Effort:** Puts forth full effort during activity.  
Tries to improve fitness level or skills.  
**5 points** Stays on task.  
Not distracted by others.  
Treats equipment with care

## Overriding Factors:

**Not Dressing for Class:** 1<sup>st</sup> time: warning  
2<sup>nd</sup> time: warning and loss of 3 points  
3<sup>rd</sup> time: call home and loss of 5 points  
4<sup>th</sup> time: call home and loss of 10 points  
5<sup>th</sup> time: call home and loss of 15 points  
6<sup>th</sup> time: call home and loss of all 20 points

Students must have tennis shoes on in order to participate in PE class. If student does not have proper shoes, they will receive a zero for the day and will not be allowed to participate.

**Electronic devices:** Students will be given an automatic zero for the day if they are using any type of electronic device.

If you feel your electronic device is not safe in your locker please see your instructor for possible solutions.