



**WILLIAM S. HART UNION HIGH SCHOOL DISTRICT
STEVENSON RANCH, CA
www.ranchopicojuniorhigh.org**

PHYSICAL EDUCATION HANDBOOK 2019 - 2020

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Rancho Pico Junior High School

Physical Education Policies and Procedures

Our vision is to provide a quality physical education program for the students of Rancho Pico Jr. High School. We will focus on the benefits of physical activity that promote the importance of being fit for life. We will also encourage characteristics that develop personal growth and a positive self-image within our students. Our program will provide opportunities for students to participate in a variety of physical activities so that each student will develop a life long commitment to their own physical well-being, health, and fitness.

Each staff member is an integral part of Rancho Pico, and all are committed to the following core values:

- We will develop genuine and authentic relationships with parents, students, and the community.
- We believe in the power and effectiveness of teaming to meet the needs of students through small learning communities, based on the principles of a school within a school.
- We believe all classes must have a defined, viable, and rigorous standards-based curriculum.
- We believe the best interest of our students must be the driving force in all of our decisions.

2019 - 2020 P.E. Activities and Curriculum:	
<p style="text-align: center;">7th Grade PE Activities: Dual and Individual Sport Focus</p> <ul style="list-style-type: none"> - Throwing/Catching/Striking/Kicking/Manipulative - Multicultural/Line/Individual/Creative Dances - Track and Field - Pickleball - Create-A-Game 	<p style="text-align: center;">8th Grade PE Activities Team Sport Focus</p> <ul style="list-style-type: none"> - Square/Line/Hip-Hop/Creative/Misc. Dances - Health Topics - Personal Fitness - Basketball - Soccer - Hockey - Golf

I. DRESS GUIDELINES

1. **Uniform** – It is very important that all students enrolled in P.E. participate in appropriate clothes suited for strenuous exercise. For your convenience, appropriate P.E. uniforms with the school logo are available for purchase in the ASB office. As an alternative, students may opt to wear their own clothing so long as it is appropriate for physical activity/exercise and is consistent with our school colors. Specifically, a light grey t-shirt and navy blue shorts. Grey or navy blue sweatshirts/pants may also be worn. Garments may have no graphics other than the school logo.
2. **Athletic shoes** – All footwear must cover entire the foot and provide adequate support and traction. Shoes that are not appropriate **will not** be permitted for safety reasons (i.e., flip-flops, sandals, dance shoes, boots, etc.).
3. **Socks** – Must be worn at all times and cover the entire foot. Athletic socks are suggested to prevent blisters, fungus, and allow for proper foot hygiene.
4. **No other outerwear** - No sweaters, coats, jackets, turtlenecks, or non-P.E. items may be worn, unless directed by the teacher for severe conditions.
5. If you need assistance in obtaining appropriate P.E. clothing, please contact your child’s teacher for help.

II. DRESSING

1. The above dress guidelines are checked daily.
2. Shirts are to be tucked in at all times to ensure clothes are worn appropriately for activity and for modesty.
3. Clothes are not to be shared or loaned at any time for any reason. Stolen or loaned articles of clothing worn will appropriately addressed by the teacher and/or administration.

4. School clothes are NOT to be substituted in place of P.E. clothing.
5. P.E. clothes should be taken home weekly, more if necessary, and laundered.
6. PE clothes may not be worn outside of PE class time.

III. LOCKERS

1. Lockers are to be used during P.E. only.
2. Combinations will be recorded with P.E. teachers and in student planner.
3. Once a locker has been issued, the student will use the locker for the entire year. However, the locker remains the property of Rancho Pico and is subject to search.
4. Students are **NOT** to share lockers.
5. To prevent loss of clothes, a student will not give his or her combination to any other student.
6. Articles of value should not be brought to school; however, if brought, **MUST** be locked in the locker. Staff is not responsible for any lost, stolen, or damaged articles.
7. Students are responsible for making sure their lockers are locked up. Backpacks and all personal items need to be secured inside the lockers.
8. **ANY vandalism or destruction of the lockers will automatically result in an appropriate fine (covering cleaning costs, painting, and possible repairs) and referral to the Administration for discipline.**

IV. LOCKER ROOM ETIQUETTE

1. Students may be in locker room **ONLY** during their assigned class period.
2. Food or drinks are not allowed in the locker room and all P.E. facilities at any time.
NO EATING OR DRINKING -- (ANTS!)
3. Gum chewing is not permitted per school policy.
4. Use of cellular phones and all other electronic devices is strictly prohibited in the gym and locker room spaces. This includes the use of cameras.
5. The locker rooms are equipped with showers. However, showering is **NOT** mandatory.
6. Students who choose to use the showers **MUST** wear some sort of foot covering (i.e. shower sandals, water shoes, etc.).
7. The school will not provide towels; students who choose to shower must bring their own towels.
8. Running, jumping, throwing, or climbing in locker room is not permitted and will result in immediate discipline for the safety of all students.
9. **Glass containers of any kind are not allowed in the locker room.**
10. **Aerosol** or **Spray** items, including **deodorant**, of any kind are not allowed in locker rooms – or on campus - at any time. Aerosol products can cause serious respiratory issues for other students.

V. FACILITIES AND GROUNDS

1. Students are not to be in any room or facility or to use any equipment unless a teacher is present.
2. Students may not use any facility or piece of equipment until they have received proper safety instructions and have the permission of the teacher.
3. All PE equipment is for use during the PE period **ONLY** and intramurals as directed by a PE teacher.

VI. NON-PARTICIPATION

Student participation is an integral part of the Physical Education program. Many of our units comprise teams and teamwork. Students are expected to participate. Notes excusing a student from PE are treated the same as an absence and work must be made up. Likewise, attendance in any subject matter is vital to the success of each student. We understand that it is often unavoidable and will work with each student to make up points otherwise lost from an absence or medical issue.

1. **PARENT NOTE (Must be given to the health assistant before the start of the school day)** - A parent note is required for excuses of 1 – 3 **calendar days** and all notes must state the **specific reason** for the excuse, parent phone number where he/she can be reached, date, and parent signature. General excuses, such as, "please excuse [student] from P.E. today," will not be accepted to excuse a student from physical activity.

2. **DOCTOR'S NOTE (Must be given to the health assistant before the start of the school day)** - a doctor's note is required if non-participation or limitations exceeds **3 calendar days**. (i.e., if a student brings a note to school on Monday excusing them for PE for 3 days, on Thursday the student would return to full activity in PE if not followed up with a doctor's note.)
3. **EXTENDED ABSENCES** – If a doctor's note indicates that a student is unable to participate for a period of time exceeding three weeks of any given quarter, the student will be dropped from PE and placed into our library media class or an elective course as available. Once a student has been cleared to return to PE, the student will be re-enrolled in PE at the start of the next quarter. Three weeks equates to **15 calendar days** of instruction in any given quarter.
4. **Menstruation** is not a cause for excuse from physical activity.
5. Students who need modified PE for a period of time **will continue to dress and participate** with the appropriate modifications made by the teacher. If the modifications cannot be made without significantly impacting the quality and scope of the PE curriculum, a team consisting of the health assistant, the student's counselor and the PE teacher will determine if the student should be placed in an Exploratory class.
6. **Each absence in Physical Education needs to be made up.** It is the responsibility of the student to make arrangements within one week from the day absent with their teacher. If a student misses multiple days of instruction, they do not run for each day missed (i.e., a student is out for ten days, the student does not run ten make-up miles.) Alternative work/assignments will be given in this case.
7. **Make-up opportunities and times are Wednesday and Thursday (see attached sheet).**
8. Refusal to dress or participate in class will result in disciplinary action, including the following: parent phone call home, inability to participate in the day's activity, 0 points earned for the day, referral to the administration.

VII. EXTREME WEATHER DAYS

On rainy days and excessively cold or excessively hot days, PE activities for students are modified and/or brought indoors. Additionally, students are given several water breaks throughout every class period. Students may also request additional water breaks as needed.

VIII. GRADING

A student's grade will be based on the total number of points earned. On days when students run a timed mile, a student can earn up to seven (7) participation points. On all other days, a total of five (5) participation points can be earned. The breakdown for points is as follows:

- Personal Fitness – 2 points
 - Participation in personal fitness activities
 - Personal fitness scores based on aerobic and anaerobic activities
- Gross and Fine Motor Skill Development – 2 points
 - Participation in physical activity units
 - Effort in learning and applying newly learned skills
- Attitude and Effort – 1 point
 - Cooperation
 - Respect
 - Dressed and on time
 - Participation during classroom instruction
- Timed Mile Run – 2 points
 - The biggest indicator of growth is seeing improved mile times from week to week. A student will earn some points, even if he/she does not meet the mile time set by the teacher (mile times shift as students become more fit).
 - As long as a student is putting forth full effort, the student will earn some points.

- If a student refuses to run, the student will earn a zero for the run in the grade book. This will be the only time a student will be given a zero.
 - Students run the timed mile on days when they have PE during first block. With our schedule rotation, students end up running the mile every 6th school day.
- In addition to participation points, assignments will be assigned periodically. Students will also have opportunities to earn points on skills tests, projects, written assignments, and written exams.

Grading Scale:

A+		99% +	B+		87 – 89	C+		77 – 79	D+		67 – 69			
A		93 – 98	B		83 – 86	C		73 – 76	D		63 – 66	F		00 – 59
A-		90 – 92	B-		80 – 82	C-		70 – 72	D-		60 – 62			

WM. S. HART UNION HIGH SCHOOL DISTRICT

**PARENT'S OR GUARDIAN'S PERMISSION FOR FIELD TRIP
AND AUTHORIZATION FOR MEDICAL CARE**

To the principal of Rancho Pico Junior High School:

_____ has my permission to participate in the field trip to:
Student Name

Purpose of Trip: Walk to West Ranch High School from Rancho Pico to use their track/facilities.

Date: 8/2019 – 6/2020 Departure Time / Return Time: During class time / instructional day.

Supervisor(s) of Trip: Mr. Escobar, Mrs. Jolicoeur, Mr. Maxwell, Ms. Rosemary & RP Admin.

LUNCH ARRANGEMENTS:

Student will be at school during lunch.

Student should bring sack lunch

METHOD OF TRANSPORTATION:

Walking

School Bus/Charter Bus

Private Auto: _____
Driver's Name (Please Print)

Other Information:

NOTE TO PARENT/GUARDIAN:

Section 35330 of the California Education Code states in part:

“All persons making the field trip shall be deemed to have waived all claims against the District or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.”

I give my permission for my student to attend this trip. I agree to direct my student to be cooperative with directions and instructions of the school district personnel in charge of the activity.

Parent/Guardian Signature

Date

AUTHORIZATION FOR MEDICAL CARE:

Student Name

Date of Birth

Home Address

Home Telephone Number

Parent/Guardian Name (Please Print)

Parent/Guardian Business/Cell/Emergency Phone Number

Authorization Signature of Parent/Guardian

Should it be necessary for my child to have medical care while participating in this trip, I hereby give the School District personnel permission to use their judgment in obtaining medical care and ambulance service for the child, and I give permission to the physician selected by the School District personnel to render medical care deemed necessary and appropriate by the physician. I understand that the School District has no insurance covering such medical or hospital costs incurred by my child and therefore, any cost incurred for such treatment shall be my sole responsibility.

Rancho Pico Junior High School
Physical Education Department
Make-up Policy

Students' participation is an integral part of the Physical Education program. Notes excusing students from PE are treated the same as an absence. Work that is missed must be made up in a timely manner. For each absence from class a student must complete a graded mile run in order to get credit for their absence. The first part of the makeup run includes a graded/timed mile and the remaining time is a continuous run/walk.

If the student is absent one time they have one week from the day that they were absent to make up the run. If a student is absent for 2 consecutive days they have 2 weeks from the day that they were absent to make up their runs. If a student misses more than 2 consecutive days they are required to make up 2 runs and the remaining absences can be cleared through a written assignment.

Missed class time due to school sponsored field trips are NOT required to be made-up with the exception of timed mile run days and any assigned written work. If a student misses class due to a school field trip on a day where students ran the mile, the student has one week to make up the run. Students who cannot make up the run during advisory and before school, need to speak to their PE teacher to make special arrangements.

PE make-up runs will take place every:

Wednesday & Thursday during Advisory.

If you are planning to do an Advisory PE make-up run, please report to the gym after your 1st period class. Attendance will be taken at that time. P.E. make-up runs will start @ 10:30 AM. Don't be late!

Students are expected to be dressed and ready to run at the stated times.

I have read the make-up policy and am aware of the make-up days and times. If a conflict arises, I understand that it is my responsibility to contact my teacher and make other arrangements. I have also reviewed the policies of Rancho Pico's *Physical Education Handbook*.

Student's Printed Name: _____

Student Signature: _____

Parent Signature: _____