

## OVERVIEW

The physical education department is excited for a fantastic year in 2019-2020. These policies and procedures will aid in your success. Please read and ask questions if you have them. These policies will be posted outside the PE teachers' offices for your reference (in an effort to stay green).

### PHS PE CLASS POLICIES & PROCEDURES (your teacher may have additional)

- 1. HOW YOU ARE GRADED-** you will be earning points each day you are in class. Each day is worth 10 points. Your grade is based on active participation and active learning. A rubric for each course details the specifics for active learning and active participation.
- 2. ACTIVE PARTICIPATION-** It is your key to success in this class. See rubric. No makeup allowed for an unexcused no dress-this includes written work for the day.
- 3. ACTIVE LEARNING-** while active participation is key to your success, so is active learning. See rubric. Come prepared each day to learn. Written assessments will be part of this learning and will enhance what we do in class. Written assessments are due on the day they are given or the next class hour if more time is needed to finish. If for some reason you did not do the assignment, a two-week grace period is allowed to get assignments turned in for **half credit**. After two weeks a zero is entered for the assignment.
- 4. DRESS OUT -** Change into appropriate clothing suited for exercise, allowing you complete freedom of movement. Due to the nature of the activity, athletic shoes are required. No jeans, khakis, dresses, skirts, sandals, or dress shirts allowed.

#### **DRESS OUT POLICY:**

1<sup>st</sup> or 2<sup>nd</sup> offense: conference with students and re-establish the purpose of changing into workout attire, full point loss occurs (10 points) and teacher discretion with participation.

3<sup>rd</sup> or 4<sup>th</sup> offense: conference with students and re-establish the purpose of changing into workout attire, full point loss occurs (10 points) and no participation is allowed. Furthermore, student will receive a written assignment to complete prior to end of class

5<sup>th</sup> or 6<sup>th</sup> offense: student will lose all points for the day and contact made to parents and possible referral is written for defiant behavior

5. **BE ON TIME** - See attached Ponderosa High school wide tardy policy. Additionally, a **2-point loss will occur for each tardy.**

Locker room doors are locked by security after the first 5 minutes. All locker rooms are closed during class so do not leave things in there that you will need for class. The locker rooms are drop bags or equipment off; you must adhere to the above timeframe. You are expected to be in the PE area when the bell rings. Attendance will be taken 6 minutes after the bell.

6. **DO NOT LEAVE EARLY** - Class is dismissed by the teacher. Remain in class until we dismiss you and do not leave the P.E. area before the bell rings or it is a "0" for the day. Any teacher can give you a zero for the day.
7. **LOCK YOUR LOCKER** - You are provided with a lock and small locker for storing your P.E. clothes overnight. The full size lockers are for storing your street clothes and backpacks during class. You are responsible for your items. **Lock your things during class in your full size locker and lock your things for storage overnight in your small locker. Do not use the full size lockers overnight.**
8. **NON-NEGOTIABLES** - **Do not ask to leave to get food during class.** No food, drinks except water, coats, hats or sunglasses allowed in class. No backpacks in the gyms. **Do not go to the restroom or water fountain without permission as we need to know where you are at all times for your safety.** Your friends are not allowed to be in class or in the foyer area of the upstairs gym. Please do not let them in while in class, as this is your class time. **DO NOT TEXT THEM TO JOIN US.**
9. **HALL PASSES** - Do not ask for a hall pass for any reason during the first 15 minutes or the last 15 minutes of class
10. **BE RESPECTFUL**- **follow the Golden Rule when interacting with your teacher, substitute teachers and your classmates.**
11. **OUCH** - If you sustain any injury, become ill during class, or have a pre-existing injury or condition let us know. If participation is to be limited, a doctor's note stating the nature of the condition and the extent of the limitations is required.
12. **ABSENCES** - The Ponderosa absence policy is used and enforced.
13. **UNEXCUSED** - absences that are not excused are not allowed to be made up.
14. **MAKE UP WORK FOR EXCUSED ABSENCES** - It is the responsibility of the student to make up any excused absences. Excused absences must be made up two weeks after the absence. Make up options include attending another class on a free period with teacher permission, checking out a heart rate monitor and doing a workout at home or club (can do two of these per semester) or doing a written assignment on the Ponderosa website on the main physical education page under makeup work. 60 minutes of makeup is required per absence. Even if you do not need make up time, be proactive, work out and "bank" your time.

15. **WRITTEN MAKEUP WORK:** if absent on a day when written work was done, please check with teacher on what was missed and collect the assignment from the teacher or online. All work turned in two weeks after the date of absence.
16. **EQUIPMENT** - The equipment in this class is for you to use, not abuse. The sound system is only to be adjusted by the instructor. **DO NOT TOUCH PLEASE. DO NOT PLUG IN YOUR OWN DEVICE.**
17. **VALUABLES** - **DO not bring your backpacks to class. Lock your backpacks in the big lockers during class.** Do not bring your valuables (money, cell phones, jewelry, etc.) to class. Leave these locked in your hall locker prior to coming to class. Students have had valuables lost or stolen in the past.
18. **STUDY HALL** - This class is not a study hall. Do not bring other homework to this class. Do not schedule make up assignments in other classes during PE. PHS values all classes equally.
19. **DRESS CODE** - The PHS dress code is enforced.
20. **ELECTRONIC DEVICES** - Electronic devices are not to be used during workouts. If cell phone use becomes a recurring problem, the phone goes to an administrator.

**DO:**

**Be Prompt**

**Be Prepared**

**Be Polite**

**Have Fun in class**

I have read and understand the course policies: Please print this page only (page 4) and sign and return to instructor.

Student Signature: \_\_\_\_\_

Student Print Name:

\_\_\_\_\_

Parent Signature: \_\_\_\_\_

Parent Print Name: \_\_\_\_\_

Health concerns: \_\_\_\_\_

\_\_\_\_\_

