


Prince George's County Public Schools
High School Physical Education Department Policies and Procedures

Teacher's Contact Information:

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I. Course Description

Our physical education program offers students a variety of interesting, worthwhile and enjoyable co-educational activities that will contribute to their physical fitness, athletic skills, emotional growth, and well-being. Students who successfully complete the semester will earn the required ½ credit toward graduation.

Personal fitness is a graduation requirement!

II. Instructional Philosophy

Our goal is to help students be successful in all areas of the physical education program and to encourage students to develop an interest in physical activities that may carry over into their adult lives.

III. Assessment Plan/Grading Factors

Class work 70%

A. Preparation and Participation

1. Students are required to report to their squad on time
2. Students are required to dress in the required uniform everyday
3. Students are required to participate in warm-ups, manipulative skills, movement concepts, performance based outcomes, and personal fitness every class.

B. Written in class assignments

1. Students will complete all written worksheets, article critiques, and handouts given as in class assignments.

Homework 10%

A. All work begun/completed outside the classroom/gymnasium which may include but not limited to journals, written reports, projects, and other assignments.

Assessment (Written and Skill Evaluation): 20%

A. Students will be graded on skills tests, written tests, rubrics, task cards, FitnessGram, pre and posttests, peer/self-evaluations

1. Knowledge of rules, strategies, and techniques of various sports/games
2. Skill achievement tests
3. Athletic progress and proficiency
4. Individual and team achievement

Points are deducted for the following:

- Not dressed in required uniform
- Not participating or only partially participating
- Unexcused absence (points will be deducted from both preparation and participation grade)
- Wearing the HS School uniform under the PE uniform
- Unexcused tardy to gymnasium
- Disregard for safety and health factors; i.e. horseplay, inappropriate use of equipment, etc.
- Inappropriate behavior or language
- Failure to perform warm-ups and exercises
- Failure to follow any of the rules or regulations
- Leaving class early/without permission

-Cellphone use

IV. Uniform

The Board of Education Policy 6161.8 states —all students are required to wear the uniform selected and approved for physical education. The requirement for class is appropriate athletic clothing; loose fitting sleeved shirt, plain knee length mesh shorts, socks, and tennis shoes.

-Uniforms must be cleaned on a regular weekly basis

-Hard sole shoes —Timberlands are not permitted on the gym floor.

V. Locks/lockers

Each student will be assigned a locker in the locker room. All students are required to bring a personal combination lock for PE class. We are not responsible for lost or stolen articles of personal property. Please do not bring large sums of money or valuables to class.

VI. Rules and Regulations

*It is the sole responsibility of the student to dress in the required uniform and participate daily. Points will be deducted for not dressing in the required uniform/participating.

*Students must get permission from the teacher prior to being excused for other school activities. Completion of a written assignment will be required. Failure to obtain prior approval will result in points deducted.

*Students must be in their squads before the late bell rings. Points will be deducted for an unexcused tardy.

*After dressing, students must report directly to the gym and be seated in their assigned squad within five minutes of the late bell. Points will be deducted for not reporting and sitting in assigned squad on time.

*Once the class begins, the locker room will be locked. Students may not return to the locker room until the teacher dismisses class.

*Students must remain in the locker room or return to the gymnasium once dressed until the bell rings to report to their next class, no standing in the hallways!

*Cellphones must be left in lockers during class, no cellphones are permitted in the gymnasium unless otherwise instructed

*Students are accountable to all physical education instructors.

*The following is strictly prohibited:

- Horseplay/inappropriate behavior

- Loud/inappropriate language

- Disruptive/disrespectful behavior

- Food/drink/gum

VII. Medical Excuses

County policy requires a physician's statement if a student is unable to participate for three or more days.

Students will not be excused from class on a daily basis. Parental notes from home will not be honored.

Attendance is an important aspect of your education at F. Douglass High School. In accordance with Prince George's County Public Schools' Administrative Procedure 5113, *Pupil Attendance and Absence*, —five (5) days of unlawful absence per semester in a semester course, or ten (10) days of unlawful absence per year in a full year course shall result in a grade (N) for a course. Additionally, students will receive a zero (0) for all work done on the day of an unexcused absence and will not be given the opportunity to make up work missed because of an unlawful absence. When absent a student has two (2) days in which to bring in a note that excuses him/her for the absence. After that time, the absence becomes unexcused. The reason for the absence must be stated in the note. This note must be given to the first period teacher who will issue an attendance form (PA-1) to the student. This form will denote whether the absence is lawful (excused) or unlawful (unexcused). It is the student's responsibility to present his attendance form to each of his/her teachers.

According to Prince George's County Public Schools' Administrative Procedure 5121.3, *Assessment and Grading for All Secondary School Programs*, —students who are considered lawfully absent from school will have the opportunity to make up missed work in a timely fashion (a maximum of three (3) days for each day's absence). Students who fail to complete missed work in a timely fashion will receive zero grades for those assignments.

We will gladly discuss any of the above information or any questions or concerns you may have regarding our program or your child. Please sign and return the first page.