

**VINELAND HIGH SCHOOL
HEALTH & PHYSICAL EDUCATION
DEPARTMENT**



STUDENT HANDBOOK

The first three days of the new school term will be devoted to program orientation and the assigning of activity clusters. A base teacher is assigned for every student. A visual display of the activities and their instructors will be provided. The necessary instructions will be given to you at that time, allowing you to choose your clusters of activities for each marking period. Activities are combined in a way that will allow for a maximum number of choices. However, if it is thought to be in the best interest of a student (or the program), the student may be assigned to an activity or asked to change from one activity to another.

SAMPLE ACTIVITY SCHEDULE

Quarter 1	Ultimate Frisbee Golf Weight Training Softball/Whiffleball	Soccer Tennis Flag Football Table Tennis	Mass Games Physical Fitness Swimming
Quarter 2	Badminton Basketball Volleyball Ultimate Frisbee	Floor Hockey Table Tennis Weight Training Mass Games	Swimming Physical Fitness
Quarter 3	Badminton Table Tennis Floor Hockey Ultimate Frisbee	Mass Games Basketball Volleyball Weight Training	Swimming Physical Fitness
Quarter 4	Ultimate Frisbee Golf Table Tennis Softball/Whiffleball	Weight Training Team Handball Volleyball Flag Football	Mass Games Swimming Physical Fitness

*Activities listed are subject to change due to circumstances unforeseen at planning time.

Welcome,

This handbook has been compiled to help you understand the requirements of our Health and Physical Education program. You are reminded that the successful participation and completion of these programs is a requirement for graduation. Please discuss the contents of this handbook with a parent or guardian. Have a productive and happy school year!

HEALTH AND PHYSICAL EDUCATION STAFF MEMBERS:

Ed Belfi
Carol Belfi
Heather Bright
Jaime Burgos
Kim Burgos
Heather DeHainaut
Elliott DeShields
Charles Gaudio
Jim Hague
Joel Heider
Dom Massaro
Julie Mazzola
Daun Moir
Paul Ragone
Tom Ryder
Lee Ann Sechrest
Charles Sheftall

Scheduling

The school year is divided into four quarters. One quarter will be assigned to you for Health Education and the remaining three quarters will comprise your Physical Education schedule. Each Physical Education quarter will be divided to accommodate selected activities and required physical wellness activities.

General information to Guide Sheet

A. Use of Equipment:

Students are cautioned not to use physical education equipment without permission and proper supervision from his/her instructor.

B. Notification of Performance:

Computerized notices of student performance will be sent to a parent/guardian at “mid-marking period.”

C. Staff Offices:

These offices are for the use of the professional staff. No one is to enter or use the offices without permission.

D. Locker room and Dressing

1. Students are allowed five minutes to dress after the late bell has rung. This should be more than enough time to dress and report to our “holding gyms”. If you are not present when roll call is taken, you are late. Three times late in a quarter may result in a deduction of points from your grade.
2. As soon as you are dressed, report to your holding area until an instructor gives you permission to attend your activity area. Do not loiter in the locker room area.

Everyone is expected to be dressed for class each day. Notes from home, asking permission to be excused from active participation for the day, are to be presented to your instructor during roll call check. The instructor will make his/her final decision at that time.

3. Any student using a team locker to secure PE attire runs the risk of being

unprepared for class, we highly recommend all students keep PE clothes separate from team clothes.

4. If it is not your scheduled physical education period, you may not use the locker room or physical education equipment. Your base teacher will explain the use of the locker and the locker room areas.
5. You are responsible for safeguarding your personal belongings. Always use your lock and never bring large amounts of money or articles of substantial value to the physical education area. Combination locks are most practical.
Food and beverages are not permitted in the physical education area..
6. If your possessions are stolen from the locker room, you must report the incident to a Physical Education teacher immediately. If you have information regarding the person(s) that may be responsible for your missing articles, the teacher will notify an assistant principal immediately and give them a copy of the report.

E. Physical Education Attire:

All students are expected to change into physical education clothing for class activity.

1. Athletic Shoes that tie or have Velcro closures
2. White athletic socks
3. Solid color T-shirt with no buttons, zippers, or collars. Sweaters, turtlenecks, and tank tops are unacceptable. Shirts which have designs and are worn inside out will not be accepted. The only insignias accepted will be a shirt which says Vineland with one of its affiliations, a small manufacturer's logo, college logos, or professional team logos.
4. Athletic shorts are acceptable. Cut-offs or any type of shorts with belt loops are not acceptable.
5. Warm-up suits/sweatsuits, may be worn over the regular physical education uniform when the temperature and/or activity dictates. These articles of clothing should be worn in addition to your regular uniform – not in place of it. Cut-off jeans and makeshift shorts are not acceptable.
6. No jewelry of any kind may be worn. If body parts have been recently pierced requiring the earring to be in for a short period of time, the earring must be covered by cotton and surgical tape before the student comes to class.

P.E. attire should be consistent with the school dress code. A conscious effort should be made to practice modesty and self-respect.

Students may earn additional points by wearing red and grey physical education attire.

F. Lateness – Dismissal:

All students are expected to be in the locker room before the late bell rings.

At the end of the period, after changing into your regular school clothing, students are to wait in the locker room area for the bell to ring. If you leave the area before the bell, without permission, it will be considered a cut and will be treated as such. Persistent lateness will result in a reduction of your grade and/or assignment to after school detention. Should this action not correct the situation, you will be referred to the office for disciplinary action.

G. Safety:

“Clowning” or fooling around/rough or boisterous behavior has no place in physical education class. Participation in this type of behavior is a disregard for the safety of others and will be dealt with in a stern manner by all instructors.

H. Showers:

Our usual daily routine does not provide ample time for one to shower/dry off/dress for one’s next class. However, if you are sincere in your intent to shower before going to your next class, your instructor will be glad to provide you with the time needed to do so. We will encourage you to take advantage of this consideration and develop a routine that fosters good personal health habits.

I. All Accidents:

No matter how minor all accidents are to be report **IMMEDIATLEY** to the unit teacher. A written report must be made immediately in order to assure validity for any claim against student insurance.

J. Excuses From Physical Education: Make up procedures

1. To be excused from participation in physical education for a medical reason either for one class meeting or for a longer period the student must receive a note from a physician and present it to the school nurse before his/her scheduled PE class period. The nurse will then write a pass to be presented to the PE teacher. Verbal excuses by the student to the instructor will not be accepted. The only acceptable medical excuse is a written one from the school nurse. If a student has a medical problem which limits participation in some activities, the note from the doctor should explain that. For example: if a student has an upper body injury, he/she can work in the weight room on the lower body. Student is expected to make up classes missed (**see Medical Policy**)
2. Students will not be excused from physical education class to make up work or take tests in another subject area.
3. Only administrative excuses will be honored by your physical education instructor. For example, a student council meeting, college visitations, class meetings, and field trips. When in doubt, clear the excuse with your instructor before the class starts.
4. Three guidance passes will be honored per quarter per student

5. Make-ups can be done during a “free” period on any day to make up a regular day absence. “Free” means lunch or study hall.
6. Our instructors often donate their time before or after school to proctor make-up classes. Be alert to those opportunities.

Extended illness must be acknowledged by written notice from your doctor and presented to the school nurse and to your instructor. Remember only your instructor in cooperation with the school nurse can excuse you from dressing and/or participating in the PE program. A make-up program must be worked out with your instructor. See Medical Policy options.

K. Class Procedures:

- A. Report to locker room, dress for the activity, report to “holding area”, wait for teacher to give instruction to proceed to your respective activity area. Do not use any equipment or begin any activity before the instructor arrives and proper supervision is available.
- B. Roll call/check formation, physical education uniform check, announcements
- C. Class routines: calisthenics, instructions, organization of activity
- D. Activity
- E. Locker room/showers, change into school clothing, move to next class at the bell.

L. Attendance:

Each quarter contains 45 teaching days. Attendance is mandatory.
The physical education program will accept excused absences only.

GRADING SYSTEM

Health Education:

Students are graded in Health Education by computing the test grade average, assignment grade average and daily participation grade in equal thirds.

Explanation:

30% Tests:

25% Quizzes

25% Alternative Assessments

Projects, Portfolios, Reports, Presentations

20% Homework / Class Performance

Students earn 2.5 points each day for participation in class activity.

Unexcused lateness to class will deduct points from this portion of the grade.

NOTE: When returning from an absence it is your responsibility to check with your Health teacher about work missed (tests and/or assignments, etc.)

Physical Education:

Participation (Criteria) Description

Description	Symbol	Point Loss
Absent	A	5
Late	L	5
Did not change/participate	O	10
Poor Attitude	P	up to 10
Request from Guidance	G	0
Request from School Nurse	N	0
Excused Absense	EA	0
Inappropriate Dress	D	5
Cuts Class/Left Early	C	10

NOTE:

Students absent from class for unexcused reasons may make up the class and earn their daily activity points if done so within 2 weeks of the absence and at the convenience of the teacher/instructor.

Students creating a problem due to lack of being prepared or participation will be dealt with by his/her activity instructor. If this proves to be unsuccessful, the student will be referred to the department chairman or the office.

The final exam will count as 1/7 of the final average.

UNIT DESCRIPTIONS

Aquacise:

This is the required physical fitness program throughout all aquatic units.

Archery: (Arch)

Emphasis will be placed on safety and beginner skills. Intermediate and advanced archers will be instructed on an individual basis.

Badminton: (Bad)

This is a game played with rackets and shuttlecocks. This mentally and physically stimulating game is played on a court divided by a net and combines the values of individual and team sports.

Basic Water Safety:

The purpose of this American Red Cross course is to provide individuals with general water safety information including emergency action plan preparations.

Basketball: (BB)

Skills, drills and lead-up games are taught. Inter-class competition is part of this unit.

Beginner / non-swimmer:

This is a course for all students lacking basic swimming skills. American Red Cross cards can be earned.

Dance:

A combination of folk dance, contemporary dance, and fundamentals of modern dance will be instructed. Emphasis will be placed according to the interest of the group selecting this unit.

Field Hockey:

All skills of the game of Field Hockey will be instructed.

Flag Football: (Flag)

This is a minimum contact sport. Emphasis will be placed on skills, rules and team play.

Street Hockey: (SH)

Through skill drills, the fundamentals and rules of this sport will be developed, resulting in competitive inter-class team play.

Golf:

Beginner skills will be taught. Intermediate and advanced golfers may elect this unit to improve their skills through supervised practice.

Intermediate Swimming:

You may enroll in this class if you can swim, jump, and dive into deep water unassisted. This class will instruct the different strokes associated with swimming. All strokes will be instructed as well as competitive starts and turns.

Mass Games:

These activities will include among others; Styxball, Speedball, Kickball, Relays, (Sideline)Basketball and Team Handball.

Pilates:

A system of over 500 controlled exercises that engage the mind and condition the total body.

Physical Fitness:

These programs are required throughout this program. Physical Fitness activities will be implemented on a daily basis. The classes will include cardiovascular activities as well as strength training.

Project Adventure:

Provides students with exposure to a variety of games, problem solving activities, and trust developing activities. Students will also be challenged by various climbing elements.

Racquetball: (Rac)

This activity will give you the opportunity to learn the basic skills and rules of one and four wall racquetball. It will enable you to participate in and enjoy this as a fitness and recreational activity.

Self-Defense: (SD)

This is not a class in karate, judo, etc. It is the presentation of simple techniques that have been proven effective in an emergency situation. Those familiar with the martial arts may use this unit to practice their routines.

Soccer: (Soc)

Rules of the activity and fundamental skills will be taught through drill activities

Softball: (Soft)

Opportunities for developing the skills of throwing, fielding, catching, batting and base Running will be presented, leading to competitive team play.

Table Tennis: (TT)

Skills of this paddle sport are taught for beginner, intermediate and advanced singles.

Team Handball: (TH)

A combination of physical and tactical skills are taught through this competitive contact team sport.

Tennis: (Ten)

Beginner and intermediate skills are stressed in this activity. Advanced players may utilize this unit as a supervised practice period.

Total Body Fitness: (TBF)

A multitude of calisthenics, aerobic and anaerobic exercises will be included in this subject to foster physical fitness and a healthy lifestyle. A required course, it will be included in each quarter of PE. Yoga and Pilates will be introduced here.

Ultimate Frisbee: (Ult. Fris)

This is a game played with seven or more players on each team. The disc is moved from player to player by passing and goals are scored by throwing the disc to a teammate in the end zone.

Volleyball: (V)

The physical skills of the game will be developed through skill drills and skill testing, leading to inter-class competition.

Water Games: Organized water games such as Polo, volleyball, basketball and relays. Intermediate or advanced swim skills are required.

Weights/Cardio:

An activity that will include designed weight training programs to target certain muscle groups and a varied cardiovascular exercise program to promote good health.

Yoga:

A program of physical postures designed to purify the body and provide the physical strength and stamina required for long periods of meditation.

PHYSICAL EDUCATION MAKE UP REPORT

Student's name: _____ period: _____ Teacher: _____

Magazine/Newspaper _____ Title of Article _____

Author _____ pages _____ Date absent _____ Date Submitted _____

SUMMARY OF ARTICLE:

OPINION:

Teacher's Signature _____ Date _____ Time _____

VINELAND HIGH SCHOOL
PHYSICAL EDUCATION
MAKE-UP REPORTS

(Medical report(s) for students off-campus)

For an off-campus, medically excused student to receive P.E. credit they must also provide a written paper(s). The length of one's absence will determine amounts.

It is the student's responsibility to contact their teacher for instructions on their reports. A student may call by phone, use e-mail, or have a parent or guardian contact their instructor. Subject matter and time tables will be worked out at that time.

If the student is unable to supply a report(s) while off-campus, a negotiated schedule of reports should be determined with one's instructor immediately upon return. If the student has not been assigned an instructor, see the department chairperson.

Please remember for any medically excused student to receive P.E. credit, they must sign up for an activity with an instructor, take all activity quizzes and take the written P.E. final.

It is the student's responsibility to contact their instructor for all handouts necessary to prepare for all quizzes and tests.

Upon returning to P.E. class all students have the option of making up **all** P.E. classes missed by participating in **make-up** P.E. classes.

Participating in one's regularly scheduled class is not considered a make-up class. Make-up classes are provided throughout the day, providing one has a "free" period. A "free" period may be a study hall or a lunch. We do not endorse a student being excused from an academic class to make-up of a P.E. class. Be sure to get a pass ahead of time to make up a particular class.

Our instructors often donate their time before or after school to proctor make-up classes. Be alert to those offers posted by our department.