**Physical Education Waiver Information Packet**

**To the Parents of the prospective Physical Education Wavier Students (Grades 9-12):** The Tennessee Department of Education (TDOE) authorizes school districts to award physical education exemption for students participating in appropriately school-sponsored activities if certain guidelines are met. High school’s may choose to participate in this program at their own discretion.

The purpose of the program is to accommodate students who wish to participate in special and/or extracurricular activities that go above and beyond those normally scheduled in the school day.

For an extracurricular activity program to be approved, the program must meet certain guidelines set by Germantown Municipal Schools Office of Academic Advancement.

Enclosed you will find a copy of the General Guidelines for Waving Physical Education as well as the necessary forms for participation. Please note: **Credit of (.5) will be granted to those students who complete all requirements of the wavier program**. **The grade for alternative credit for physical education will be recorded as “pass” on the student’s transcript and will NOT be used in calculating the student’s GPA.**

Please read the enclosed guidelines carefully. An application must be completed and returned to the high school Counselor in order for your child to be exempt from physical education.

Applications are due in the Counselor’s office no later than prior to the beginning of semester the per which the waiver is being requested. -

The program is available to only those students who are attending high school, grades 9-12, for the fall/spring semesters as allowed by the District and the Tennessee Department of Education.

**Physical Education Waiver Guidelines**

**PROGRAM DESCRIPTION-GRADES 9-12**

The Physical Education Waiver Program is a cooperative arrangement between extracurricular sponsors and Germantown Municipal School District. These guidelines include a list of basic requirements/responsibility that have been established by Germantown Municipal School District Office of Academic Advancement.

These requirements must be met and maintained to be eligible for participation in the program. Approved sponsored extracurricular activities, in which student participate with intensive training above and beyond that of regular physical education classes, may be substitutes for (.5) physical education credit for student in grades 9-12 as allowed by the District and the Tennessee Department of Education. (TDOE).

**QUALIFYING CRITERIA**

**CATEGORY I:**

Requires a minimum of ten (10) hours per week of exceptional or high-quality participation by the student. The category allows the student to participate in training after the school day and/or during the summer months as required by the program activity.

All Category I activities require individual, one-to-one or team oriented directly supervised instruction. Team sports, including team sports private lessons, will be approved (i.e. basketball, hockey, lacrosse, soccer, softball, volleyball, etc.). Only activities that allow for physical movement will be approved.

**CATEGORY II:**

Category II requires a minimum of (5) hours per week of appropriate participation by the student (i.e. swimming, gymnastics, ballet, color guard, majorettes, etc.) in approved activities. The term “appropriate,” means that the substituted activity is in congruence with the Physical Education Tennessee Essential Knowledge and Skill (TEKS) as closely as possible, if not above and beyond the rigor of the standards.

**ATTENDANCE**

In addition to the minimum hourly requirements for each category, the student must participate in his/her activity for at least (4) of the required hours spread over three (3) days falling between Monday through Friday of each week.

Attendance in extracurricular/physical education waiver program must comply with state compulsory attendance laws and the attendance for credit statute, which requires a student to be present 90% of the days an activity is offered in order to receive exemption status. Participation in events/activities related to the Physical Education Waiver Program should not affect the student’s attendance at school. Absences resulting from participation shall be recorded as unexcused.

The student must participate in the Physical Education Waiver program for minimum of eight weeks. Extended absences for injury or illness (not to exceed nine weeks) will be excused only with a physician’s letter. A pattern of late arrivals or early dismissal while participate in the activity may result in the waiver being revoked.

**REQUIREMENTS**

As of 2009, high school graduation requirements specify students must earn one and a half (1.5) credit of physical education. A total one (1) credit for Lifetime Wellness and one-half (.5) credit of physical education must be earned towards graduation. High school students may apply for a Physical Education Waiver to substitute for the one-half unit of physical education credit per semester.

**TRANSFER**

The student may NOT transfer from a physical education or athletic class into an extracurricular physical education waiver program after the application deadline. However, the students may withdraw from the Physical Education Waiver Program and transfer back into a physical education class.

**REVOKING TRANSFER**

The student’s physical education waiver may be revoked under the following terms:

* If it is determined that the student’s participation in the program no longer meets the criteria specified for the category chosen
* If the student’s attendance becomes irregular
* If the Category-I student has pattern of late arrivals or departures

**STUDENT/PARENT RESPONSIBILITIES**

The student/parent is responsible for adhering to the following requirements:

1. Obtaining a Physical Education Waiver Packet from the counselor or the Office of Academic Advancement.
2. **Submitting a completed application and instructor agreement to the counselor no later than 3:00 p.m. the day prior to the first day of the semester or sooner for which the waiver is being sought.**
3. Ensuring that the student participates in his/her activity under professional supervision, for at least the minimum amount of time per week as determined by the category type chosen.
4. Ensuring that the student participates in his/her on a regular basis that includes attending 90% of the days the class is offered and participating in the program a minimum of eight weeks.
5. Notifying the counselor of any changes in the student’s schedule.
6. Notifying the counselor of any changes in the student’s attendance (becomes irregular or if the student with draws from the program).

**COUNSELOR RESPONSIBILTIES**

The counselor’s responsibilities include the following:

1. Providing applications and information to interested students regarding the Physical Education Waiver Program.
2. Answering any questions/concerns of the student or parent.
3. Checking each application submitted to verify that it is correctly and completely filled out.
4. Assures that students, parents and administrators sign and dates the application.
5. Notifying the student/parent of any concerns regarding the application by email, phone and/or in writing.
6. Ensure that attendance is recorded during each grading period as received by the sponsor for student participating the Physical Education Waiver Program. Absences will be kept by the sponsor and submitted to the appropriate counselor.

**Germantown Municipal School District**

**Physical Education Activity Schedule and Instructor Agreement**

Student's Name: Last First Middle School

Name of Sponsoring Facility/Agency: I Name of Instructor: (Please print)

It is my understanding that the above-named student is applying for a physical education waiver and that the student must participate in an extracurricular activity, under professional supervision, a minimum of ten hours (Category I) or five hours (Category II) each week at one approved agency in order to be eligible for the waiver. At least four (4) of the required hours must be spread over three (3) days falling between Monday through Friday of each week. The above-named student is scheduled to participate in a physical education waiver program as designated below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Weekday | Beginning Time | Ending Time | Activity | Hours |
| MONDAY |  |  |  |  |
| TUESDAY |  |  |  |  |
| WEDNESDAY |  |  |  |  |
| THURSDAY |  |  |  |  |
| FRIDAY |  |  |  |  |
| SATURDAY |  |  |  |  |
| SUNDAY |  |  |  |  |

(It is imperative that this schedule be kept current at all times. In case of a change in the schedule, please notify the student's counselor.)

As a professional instructor, I am aware of the emphasis on program objectives and attendance established by public education, and the requirements of Germantown Municipal School District. I understand the problems inherent in a program such as Physical Education Waivers and the importance of maintaining program integrity.

Therefore, as the program instructor/sponsor, I agree to support and abide by the following standards:

1. I will adhere to the district's weekly time requirements as determined by the schedule designated above and notify appropriate personnel of any changes in the schedule.
2. I will expect the student to participate in the activity on a regularly scheduled basis.
3. I will keep an accurate record of the student's attendance and contact the campus counselor if the student's attendance becomes irregular.
4. I will forward absences for each eight-week grading period to the appropriate counselor in a timely manner.
5. A written outline of program objectives and activities is enclosed.
6. A copy of my professional instructor credentials is enclosed.

I understand that Germantown Municipal School District is accountable for the participation of each its students in the Physical Education Waiver program and that the student's failure to meet the requirements may result in the District revoking the student's PE waiver. I will make every effort to cooperate with the District in their accounting procedures.

|  |  |
| --- | --- |
| Signature of Instructor | Date |

**Physical Education Waiver Application (Grades 9-12)**

|  |  |
| --- | --- |
| Student Name: Last First Middle | School |
| SEX: Male Female | Grade Level: (during year of participation) | Counselor |
| Parent’s/Guardians Name: | Daytime Phone |
| Address: | City | Zip |
| Parent’s Guardians E-mail: |

The above-named student is applying for the following Physical Education Waiver as listed below: Color guard, flag, majorette, marching band, dance, cheer, drill team, varsity sports, etc. (individual and team)

|  |
| --- |
| School Year: 20\_20\_I Semester Fall Spring Summer I Type of WaiverCategory I Category II |
| Sponsored Activity: |
| Name of Instructor/Sponsor: (Please Print) I Daytime Phone ( ) |
| School: |
| Instructor/Sponsor E-Mail Address: |
| Attach extracurricular activity schedule and instructor/sponsor's agreement to this application. |

I have carefully read all guidelines for the Physical Education Waiver Program and I agree to comply with regulations. I understand that I will not receive any academic credit for my participation (merely exemption).

|  |  |
| --- | --- |
| Student Signature:  | Date: |
| Parent/Guardian Signature: | Date: |

**NOTE: In order for this application to be considered for any semester, it MUST BE RETURNED TO THE COUNSELOR NO LATER THAN THE DAY BEFORE THE SEMESTER FOR WHICH THE WAIVER IS REQUESTED!**

|  |  |  |
| --- | --- | --- |
| Counselor Signature: |  | Date: |
| Principal Signature: | Approve | Deny | Date: |