

HEALTH, P.E., WELLNESS

Physical activity is a corner stone to healthy life.



- Reduces the risk for overweight, diabetes and other chronic diseases
- Assist in improved academic performance
- Helps children and young adults feel better about themselves
- Reduces the risk for depression and the effects of stress
- Helps children prepare to be productive, healthy members of society and improves overall quality of life

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Polices and Procedure Guidelines

Staff Ethics:

Every staff member represents Shelby County Schools and should strive toward ethical behavior. Ethical behavior includes, but not limited to the following:

- Two-way communication with parents, students, staff, and community is mandatory.
- Follow all school policies and procedures.
- Keep records confidential as required by state law.
- All relationships with students, parents, staff members, and community are to remain strictly professional.
- Attend in-service activities with the mindset to grow in skill and understanding.

Instructional Supplies:

Instructional supplies are available to encourage student learning. Student books, workbooks, teacher books, gym equipment, etc are examples of instructional supplies.

Classroom/Gym Routines and Procedures Teaching Strategies:

Teaching strategies should require thoughtful planning and the selection of appropriate teaching strategies for effective instruction. Two types of instruction that many follow are the Direct Instruction Model (teacher explains a new skill, models, practices then allows student to work independently) and Differentiated Instruction (flexible classroom sensitive to student learning needs).

Plant Management:

The plant manager works on the day-to-day responsibilities of the school. It is important to familiarize yourself with areas of the school, such as the lounges, restrooms, and hallways, and get to know the plant manager.

Classroom/Gym Environment:

Creating a classroom environment that is conducive to learning is a vital part of a teacher. Establishing a safe learning environment makes for students to feel that they can learn without interruption. Classroom/gym environment must promote educational activities.

Classroom/Gym Management:

New teachers must learn to create a classroom/gym management plan that states clear classroom/gym standards and expectations. This plan should be incorporated into the classroom/gym and clearly stated to students and parents.

Special Education:

Special education is an important part of the educational process. Students with IEPs must adhere to their individualized education plan thus making teachers have to follow this plan. It is so important to familiarize yourself with these plans so that you will improve the educational opportunities for children with disabilities. Our goal as teachers is to recognize how to help struggling students.

Lesson Planning:

Planning is the foundation for good teaching and lessons. Clear, concise, and sequential plans are necessary for bring focus to the continuity of learning.

Teacher Evaluation:

All new teachers will be evaluated and must understand the reflective practices about teaching, student learning, and what makes a lesson even better.

First Days of School:

The first days of school are very important as it the tone for the remainder of the school year. Some items to discuss during the first days of school include greeting students, introducing yourself, explaining rules and procedures, homework requirements, etc.

Computer Labs/Technology:

Integrating technology into the classroom/gym is consistent with the 21st century classroom. It is important to familiarize yourself with the computer labs, their availability, and what the labs have to offer.

Best Practices of Teaching Physical Education

Teacher makes students aware of the standards related to physical education.

Critical Elements – All elements will be present within the instruction and learning of physical education.

- Active Participation for Students
- Skill Development
- Assessment

Active Participation for Students

- Are physically active for most of the class.
- Be an enjoyable experience.
- Promote physical activity outside of school.
- Feature cooperative, as well as competitive games.
- Will not humiliate students.

Skill Development

- Learn self-management skills, such as goal setting and self-monitoring.
- Actively learn cooperation, fair play, and responsible participation in physical activity.
- Emphasize knowledge and skills for a lifetime of physical activity.
- Help adolescents make a transition to a physically active adult life.
- Develop self-confidence.

Assessment

- Assess students on their progress in reaching goals, not on whether they achieve an absolute standard.
- Provide different activity choices.
- Meet the needs of all students, especially those who are athletically gifted.
- Based on defined standards.

Safety and Proper Equipment Storage

Teachers must.....

- Apprise themselves of the medical backgrounds and physical limitations of their students
- Become knowledgeable of students with heart disorders, asthma, epilepsy, diabetes, and severe allergies.
- Ensure you are aware of the process your school uses to avail teachers of medical information
- Instruct students about appropriate dressing room procedures and conduct, emphasizing the need to change quickly and proceed to the gymnasium. Reinforcement of these guidelines through the year is necessary.
- Provide a stocked first-aid kit (no latex gloves, no Neosporin, no bottled alcohol) that is easily that is readily accessible to the gymnasium. When activities are offered off site, an appropriate, portable first-aid kit readily accessible is a sagacious idea.
- Develop an emergency action plan on how to deal with accidents in the gym
- Outline possible risks of any activity (warnings of possible dangers) prior to teaching and skill or activity.
- Inform students of the locations of fire alarms, fire exits, and alternative routes from the gymnasium
- Provide a safe environment for class activities the supervising teacher must make a pre-activity check of the facilities and equipment to be used. This could be done using a checklist. The minimum requirement is a pre-use visual check. Hazards must be identified and removed as a factor in the activity. Potentially dangerous and immovable objects (e.g., goal posts, protruding stage) must be brought to the attention of students and administration.
- Check all equipment regularly to ensure it is in good working order. Equipment listed in the document applies only to safety. Students must be encouraged to report equipment or facility problems to the teacher(s). Students should also be encouraged to take responsibility in creating a safe leaning environment.
- Equipment/furniture that is hazardous to the activity must not be stored around the perimeter of the gymnasium or any other large indoor room used for physical education. Equipment cannot be stored on the top shelf thirteen inches from the ceiling, in front of public doorways, and in bathrooms.

Syllabus Examples

(Please modify to your school requirements)

Elementary Example

Physical Education Instructor

Dear Parents,

I am delighted to have your child for Health and Physical Education this year. The children can look forward to many exciting and fun-filled experiences as the year progresses. Please, please, we do ask that your child is wearing tennis shoes and appropriate clothing on the days he/she is scheduled to have P.E. If a child is persistently without tennis shoes a reminder note will be sent home.

I firmly believe that life-long success depends on self-discipline: and I have developed a Physical Education Discipline Plan that gives every student the opportunity to manage his or her own behavior. Your child deserves the most positive educational climate possible for academic growth. Therefore, this plan will be in effect at all times

GYM RULES

1. Enter in an orderly manner and sit on you assigned spot.
2. Keep hands and feet to yourself.
3. Stop when you are given a signal or when you hear the whistle.
4. Follow directions.
5. Candy, gum, and food are not allowed in the gym.
6. Be polite and show good sportsmanship.

TO ENCOURAGE STUDENTS TO FOLLOW THE GYM RULES, WE ENFORCE APPROPRIATE BEHAVIOR WITH:

1. Verbal praise.
2. Opportunity to be leader, helper, or assistant.
3. Stamps, bookmarks, and class P.E. awards
4. Positive notes to students.

IF A STUDENT CHOOSES TO BREAK A RULE, THESE ARE THE CONSEQUENCES:

- | | |
|----------------------|----------------------------|
| 1 st Time | Warning |
| 2 nd Time | 2 minute time out, |
| 3 rd Time | 5 minute time out. |
| 4 th Time | Note home or call home. |
| Severe Clause: | Refer to an Administrator. |

WE HAVE DISCUSSED THE PHYSICAL EDUCATION DISCIPLINE PLAN WITH THE STUDENTS, BUT WE WOULD APPRECIATE IT IF YOU WOULD ALSO REVIEW THE PLAN WITH YOUR CHILD, THEN SIGN AND RETURN THE FORM BELOW TO US.

-----CUT HERE-----

I HAVE READ THE PHYSICAL EDUCATION DISCIPLINE PLAN AND DISCUSSED IT WITH MY CHILD

Middle School Example

(Please modify to your school requirements)

Middle School Physical Education Policy

Students are expected to exhibit proper behavior in all physical education classes by following and encouraging other students to follow the rules.

Rules and Expectations

1. Enter and exit the gym in a quiet and orderly manner
2. Dress appropriately
3. Participate in class activity
4. Follow directions and use equipment properly
5. Stop, look, and listen when the whistle blows
6. Avoid violent actions toward others
7. Keep your hands, feet, and objects to yourself
8. Do not eat, drink, or chew gum

Life Skills Policy

1. No offenses
2. First offense - walk for the entire gym for a period of time
3. Second offense - parent notification
4. Third offense - detention
5. Fourth offense - contact parent/office referral

Conduct

E
S
N
U

Dress Code

Each student is expected to wear a gym uniform, socks, and tennis shoes. The uniform consists of a t-shirt and shorts. ***Lockers are available for students to use during class. Students should bring a lock to use and take with them when they leave. P.E. teachers will not be responsible for lost or stolen items. ***

Grades and Conduct

Physical Education class meets 1- 2 days per week. Grades and conduct are based on dress, participation, and attitude, and will be assigned as E, S, N, or U. Student performance will be reported to parents by interims, report card, and phone calls.

Excuses from Activity

A student may be excused from activity with a note from a parent for no more than 2 gym days. A note does not excuse the student from dressing out for gym. The student must dress out for class. Excuse notes must include the student's name, date, nature of illness or injury, P.E. section number, parent signature, and phone number. An alternate activity will be assigned to the student, such as keeping score or completing an activity report, in order to earn a grade. A doctor's note will be required to withdraw a student from activity for an extended period of time.

High School Example

(Please modify to your school requirements)

HIGH SCHOOL WELLNESS

Dear Parents and/or Guardians,

I would like to welcome you and your child to a new and exciting year at () High School. As you probably already know, the opportunity for your child to succeed can only be improved with us working together. There are several ways we can communicate throughout the year to try and keep you informed on your child's progress (e-mails, phone calls, power school, progress reports). Feel free to contact me anytime if you would like to get an update on your child, either in the classroom or in the gym. The dates that we are in the gym / classroom can be found on my school webpage under 'switch dates'. Thanks again for taking time to read and sign all appropriate sheets.

Phone:

Email:

Sincerely,

I have read and support all attached information regarding Lifetime Wellness class.

Parent / Guardian Signature _____

Email:

Phone:

Student Signature _____

Supplies Needed For This Course:

- Gym –
1. Gym Uniform (Shirt & Shorts) \$(principal choice) Cash or Check
 2. Shoes with laces and rubber sole
 3. Lock for gym locker (optional) * Only to be used during class not overnight

- Class -
1. Folder with pockets / brads
 2. Paper
 3. Pen /Pencil

OPTIONS FOR PERSONAL BELONGINGS IN GYM:

1. Keep belongings in the locker room unlocked
2. Keep belongings in the locker room locked only during class
3. Put belongings in the gym against the wall
4. Give your belongings to me during class

RULES AND PROCEDURES LIFETIME WELLNESS

Classroom Rules:

1. Be on time. Must be in the classroom when the tardy bell rings
2. Be prepared. Have all supplies with you each day
3. Be on task. Remain on assigned tasks until completed
4. Be responsible Find out missed assignments when absent
5. Be respectful Treat others with kindness

Gym Rules:

1. Be on time Must be in the gym area when the tardy bell rings
2. Dress Out Must have gym uniform, shoes with laces and socks to be dressed out
3. Participate Do not have to be dressed out to participate. Based totally on effort during exercises and activity
4. Equipment Must use all equipment the way it was intended to be used or as demonstrated by the teacher
5. Respect Others Be kind not critical

Gym Procedures :

1. Roll Call Go to your assigned spot for roll call
2. Dress Out You will have 7 minutes to dress into your gym uniform and be in the gym
3. Exercise Participate in daily exercises
4. Activity Instructions for that days activity will be given and/or demonstrated by the teacher
5. Dress In You will have approximately ten minutes at the end of class to dress back into your school clothes

Grading Procedure: To be announced.

SUBSTITUTE FOLDER

(Many schools have their own requirements. If your school does, follow it.)

Schedules

- Your personal schedule (including lunch time, preparation time, and duties) *If you are a floating teacher, don't forget to include the room number for each class and map with the classrooms highlighted.)*
- Bell Schedule (including special events)

Student Information

- Class roll
- Class seating charts
- Identify 2-3 responsible students on whom the substitute can rely
- Identify students with special needs (medical or instructional)

Lesson Plans

- 2-3 days of emergency lesson plans with all handouts and materials ready – Do not expect a substitute to arrive in time to duplicate materials. Indicate in your folder where these materials will be located in your room.
- Make sure that the lesson is something that anyone can present, but it cannot seem like busy to the students.
- Make it something that will be assessed when you return, Have the substitute collect the students' work at the end of class.

Explanation of Procedures

- How to take attendance
- How the lunch dismissal works
- Classroom procedures
- Emergency procedures (fire and tornado drills, lockdown instructions)
- Where you want materials from the substitute to be placed at the end of the day.

Where to Find

- Additional materials/lessons plans if needed
- Audiovisual equipment
- Photocopy/Duplicating equipment
- Supplies

Who to Turn To

- Who to contact for disciplinary problems
- Who to contact about attendance questions.
- Names and locations of teachers who teach the same subject or the subject area chairperson

Disability Awareness in Physical Activity Best Practice

Equipment:

Larger/lighter bat
Use of Velcro
Larger goal/target
Mark positions on playing field
Lower goal/target
Scoops for catching
Vary balls (size, weight, color, texture)

Boundary/Playing Fields:

Decrease distance
Use well-defined boundaries
Simplify patterns
Adapt playing area (smaller, obstacles removed)

Time:

Vary the tempo
Slow the activity pace
Lengthen the time
Shorten the time
Provide frequent rest periods

Basketball

Use various size balls (size, weight, texture, color)
Allow travelling
Allow two hands dribble
Disregard three second lane violation
Use larger/lower goal

Rules Prompts, Cues:

Demonstrate/model activity
Partner assisted
Disregard time limits
Oral prompt
More space between students
Eliminate outs/strike-outs
Allow ball to remain stationary
Allowing batter to sit in chair
Place student with disability near teacher

Actions:

Change locomotor patterns
Modify grasps
Modify body positions
Reduce number of actions
Use different body parts

Bowling

Simplify/reduce the number of steps
Use two hands instead of one
Remain in stationary position
Use a ramp
Use a partner
Give continuous verbal cues

Golf

Use a club with a larger head
Use shorter/light club
Use colored/larger balls
Practice without a ball
Use tee for all shots
Shorten distance to hole

Soccer

Use walking instead of running
Having well defined boundaries
Reduce playing area
Play six-a-side soccer
Use a target that makes noise when hit

Volleyball

Use larger, lighter, softer, brighter colored balls
Allow player to catch ball instead of volleying
Allow students to self- toss and set ball
Lower the net
Reduce the playing court
Stand closer to the net on serve
Allow ball to bounce first
Hold ball and have students hit it

Softball

Use Velcro balls and mitts
Use larger or smaller bats
Use a batting tee
Reduce the base distances
Use incredible ball

Tennis

Use larger, lighter balls
Use shorter, lighter balls
Use larger head racquets
Slow down the ball
Lower the net or do not use a net
Use brightly colored balls
Hit ball off tee
Allow a drop serve
Stand closer to net on serve
Do not use service court
Use a peer for assistance

Physical Education Resources

Standard 1: Demonstrates competency in motor skills and movement patterns needed to perform a variety of physical activities.

Resources:

Online:

www.pecentral.org - Designed for physical education teachers, students, interested parents, and adults. This site has games and activities that can be taught in the gym at any level.

www.pe4life.com - Today's best practices in physical education to inspire and educate all students about the fundamental importance of lifetime physical activity and fitness.

www.peuniverse.com - This allows you to chart and view videos posted by other physical education teachers. Great site for lesson plan ideas.

www.tahperd.us - This site has great resources of other physical education programs in the state of Tennessee.

www.pelinks4u.org - Great website for physical education resources. The site contains helpful books, links, newsletters, and current events.

www.ncperid.org/ - National Consortium for Physical Education and Recreation for Individuals with Disabilities

www.teachnet.com - This site has fitness, health, and lesson ideas for physical education.

www.aahperd.org - This site gives you recourses from our national organization in physical education.

www.sportime.com - Provide innovative tools to educators, which help enhance physical development, and ensure that all kids enjoy physical activity and understand the benefits of remaining active throughout their lifetime

Books:

www.amazon.com - "Ready to Use Motor Skills & Movement Station Lesson Plans for Young Children"

www.amazon.com - The Physical Educator's Big Book Of Sport Lead-up Games: A Complete K-8 Sourcebook Of Team and Lifetime Sport Activities For Skill Development, Fitness and Fun!

www.amazon.com - No Standing Around in My Gym: Lesson plans, games, and teaching tips for elementary physical education

Standard 2: Demonstrates understanding of movement concepts, principles, strategies and tactics as they apply to the learning and performance of physical activities.

Resources:

Online:

www.pecentral.org - Designed for physical education teachers, students, interested parents, and adults. This site has games and activities that can be taught in the gym at any level.

www.pe4life.com - Today's best practices in physical education to inspire and educate all students about the fundamental importance of lifetime physical activity and fitness.

www.peuniverse.com - This allows you to chart and view videos posted by other physical education teachers. Great site for lesson ideas.

www.tahperd.us - This site has great resources of other physical education programs in the state of Tennessee.

www.pelinks4u.org - Great website for physical education resources. The site contains helpful books, links, newsletters, and current events.

www.ncperid.org/ - National Consortium for Physical Education and Recreation for Individuals with Disabilities

www.teachnet.com - This site has fitness, health, and lesson ideas for physical education.

www.sportime.com - provide innovative tools to educators, which help enhance physical development, and ensure that all kids enjoy physical activity and understand the benefits of remaining active throughout their lifetime

Books:

www.amazon.com - No Standing Around in My Gym: Lesson plans, games, and teaching tips for elementary physical education

www.amazon.com - Performance-Based Assessment for Middle and High School Physical Education

www.amazon.com - Assessment Strategies for Elementary Physical Education

Standard 3: Participates regularly in physical activity.

Resources:

Online:

www.sikids.com - Sports Illustrated has designed this site for intermediate and middle school aged children interested in the latest information on the hottest sports. The site includes news clips, puzzles, sports games, comics, and more

www.mypyramid.gov - This site will help you integrate nutrition, food groups, and classroom activities.

www.pe4life.com - Today's best practices in physical education to inspire and educate all students about the fundamental importance of lifetime physical activity and fitness.

www.tahperd.us - This site has great resources of other physical education programs in the state of Tennessee.

www.fda.gov/oc/opacom/kids/ - This site contains information on dealing with health and safety topics. The Food and Drug Administration sponsors this.

www.pecentral.org - designed for physical education teachers, students, interested parents, and adults. This site has games and activities that can be taught in the gym at any level.

www.peuniverse.com - This allows you to chart and view videos posted by other physical education teachers. Great site for lesson ideas.

<http://www.fueluptoplay60.com/> - Fuel Up to Play 60 is a fun, interactive program that allows you to decide how to make your school an even healthier place. You can put your ideas and plans into action to help everyone eat healthy and get active.

<http://www.cedu.niu.edu/~shumow/itt/ParticipationPhysical%20Education.pdf>

This site helps teachers get students to participate in physical education.

<http://school.discoveryeducation.com/schrockguide/health/fitness.html> - This site contains character education, BMI calculators, nutrition, and much more.

Books:

www.amazon.com - P.E. Games & Activities Kit for Grades 6-12: Over 250 Games to Put New Variety and Challenge into Your Physical Education Program

Standard 4: Achieves and maintains a health-enhancing level of physical fitness.

Resources:

Online:

www.fitnessgram.com - Fitness assessment and reporting program for youth. The assessment includes a variety of health-related physical fitness tests that assess aerobic capacity; muscular strength, muscular endurance, and flexibility; and body composition. Scores from these assessments are compared to Healthy Fitness Zone standards to determine students' overall physical fitness and suggest areas for improvement when appropriate.

www.pecentral.org - Designed for physical education teachers, students, interested parents, and adults. This site has games and activities that can be taught in the gym at any level.

<http://rubrics4teachers.com/> - This website has rubrics of assessing students in physical education.

www.mypyramid.gov - This site will help you integrate nutrition, food groups, and classroom activities.

<http://www.fueluptoplay60.com/> - Fuel Up to Play 60 is a fun, interactive program that allows you to decide how to make your school an even healthier place. You can put your ideas and plans into action to help everyone eat healthy and get active.

www.pesoftware.com/technews/news.html Newsletter provides physical educators and health educators with the latest information on using technology in physical education.

www.cdc.gov This site offers a broad range of current information on health and wellness and is an excellent source of quality information for students and teachers.

www.ashaweb.org The professional organization for health educators.

www.kidshealth.org - Parents. Children, teens, and professionals find answers to commonly asked health questions. Topics include the benefits of different types of vitamins, the food pyramid, healthy children's recipes, how to read food labels, and keeping fit.

Books:

www.amazon.com Performance-Based Assessment for Middle and High School Physical Education

www.amazon.com - Assessment Strategies for Elementary Physical Education

www.amazon.com No Gym? No Problem! - Physical Activities for Tight Spaces

www.amazon.com - Performance-Based Assessment for Middle and High School Physical Education-2nd Edition

Standard 5: Exhibits responsible personal behavior and social behavior that respects self and others in physical activity settings.

Resources:

Online:

www.pecentral.org - Designed for physical education teachers, students, interested parents, and adults. This site has games and cooperative activities that can be taught in the gym at any level.

www.discoveryeducation.com - Site contains charter education.

<http://www.fueluptoplay60.com/> - Fuel Up to Play 60 is a fun, interactive program that allows you to decide how to make your school an even healthier place. You can put your ideas and plans into action to help everyone eat healthy and get active.

www.cdc.gov This site offers a broad range of current information on health and wellness and is an excellent source of quality information for students and teachers.

www.ashaweb.org The professional organization for health educators.

www.kidshealth.org - Parents. Children, teens, and professionals find answers to commonly asked health questions. Topics include the benefits of different types of vitamins, the food pyramid, healthy children's recipes, how to read food labels, and keeping fit.

Books:

www.amazon.com - Cooperative Learning in Physical Education

Standard 6: Values physical activity for health, enjoyment, challenge, self-expression and/or social interaction.

Resources:

Online

www.pecentral.org - Designed for physical education teachers, students, interested parents, and adults. This site has games and activities that can be taught in the gym at any level.

www.pe4life.com - Today's best practices in physical education to inspire and educate all students about the fundamental importance of lifetime physical activity and fitness.

www.sikids.com - Sports Illustrated has designed this site for intermediate and middle school aged children interested in the latest information on the hottest sports. The site includes news clips, puzzles, sports games, comics, and more

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www.ashaweb.org The professional organization for health educators.

www.kidshealth.org - Parents, children, teens, and professionals find answers to commonly asked health questions. Topics include the benefits of different types of vitamins, the food pyramid, healthy children's recipes, how to read food labels, and keeping fit.

www.ualberta.ca/healthinfo - Provides access to free interactive software that teaches about various health topics relevant to young adults.

Books:

www.amazon.com - [Lifetime Physical Fitness and Wellness](#)