

**CABRILLO UNIFIED SCHOOL DISTRICT  
INDEPENDENT STUDY PHYSICAL EDUCATION STUDY PROGRAM  
HIGH SCHOOL GUIDELINES 2011-2012**

Independent Study Physical Education (ISPE) is designed as a way for exceptional athletes to fulfill their Physical Education requirement outside of the school day. Students applying for ISPE must meet the qualifications outlined in Administrative Regulations 6158.1 summarized in this document. Please read this carefully before proceeding with the application process.

Two classifications are used at the high school level:

- **Type A** ISPE is designed for students involved in outside of school athletics.
- **Type B** ISPE is designed for students that compete in three Half Moon Bay High School, CIF sanctioned sports per year and qualify under specific criteria.

**All ISPE students:**

- Must have an established background in the physical activity for three years in which ISPE is requested.
- Must take and pass (C or better) the HMBHS P.E. Department's Physical Fitness Test for Core P.E. 1-2. This test will be administered on **April 6<sup>th</sup>, 2011 at 3:30pm at the HMBHS football field** to students qualifying based on the initial application screening. Participation is mandatory. **There are no make-ups.**
- Will receive a PASS or a FAIL grade for this course based on whether or not the course requirements were met. They will not receive letter grades. For type "B," they will receive 10 credits in the second semester.
- Will enroll in six additional courses (a full load) at HMBHS.

**Additionally, TYPE A** ISPE students must be able to show that their program:

- Includes at least 400 minutes per 10 school days.
- Is instructed by a certified coach.
- Belongs to a recognized organization (i.e., Royal Academy of Dancing, U.S. Tennis Association, etc.)

**Expectations for Type A students:**

- Students must be supervised by their certified coach during ISPE.
- Students will remain active in their program for the entire school year. Dismissal from the program for any reason, including injury, will result in credits being withheld.
- Goal sheets, to be completed by the student with guidance from their coach, must be submitted four times per year, one week prior to each quarter of the school year.
- One week prior to the end of each quarter, coaches must complete and submit the following three documents:
  - Goal Progress Report
  - Quarterly Grade Report
  - Time Log
- **IMPORTANT NOTE: Late documents will not be accepted. BE SURE to turn in all documents by dates listed on the Quarterly Grade Report.**

**Expectations for Type B students:**

- Students must read and agree to abide by the Cougar Code of Conduct outlined on the back of this document. A complete version can be found online on School Loop or HMBHS website.
- Students who fail to complete all three seasons for any reason, (i.e., medical/injury, grade ineligibility, violation of the Code of Conduct, etc.) will receive no PE credit for the entire year.
- Coaches retain the right to hold try-outs and cut students from any team.
- Students must remain active on each season's roster by having excellent attendance at practices and being ready to compete at all competitions and attend all team functions.
- The ISPE coordinating teacher will consult with coaches regularly to confirm student participation.
- NOTE: Type "B" students will not receive course credit at the end of the first semester. They will receive 10 credits at the successful conclusion of three sports in the second semester.

# HMB Cougar: Code of Conduct

**NOTE: While this form includes a complete synopsis of the official code of conduct, it has been edited to fit on one page.**

As a member of Half Moon Bay High School Athletics you represent more than just yourself. Your actions on and off the field can reflect both positively and negatively upon many people. As a Cougar Athlete you represent yourself, your family, your coaches, your school, your community, and all the cougar players who came before you.

## **Being a Cougar Athlete is both a privilege and a responsibility.**

The following is a Code of Conduct you will be expected to follow. It will be strictly adhered to.

### **Expectations:**

1. Eligibility- 2.0 GPA, carrying 20 units, residential eligibility requirements, doctor's physical, emergency card, ASB sticker, signed Code of Conduct (signature required on emergency card form)
2. Sportsmanship- Being a good sportsman means showing respect to other competitors and everyone involved in the sport. A good player does not let his/her emotions take over, regardless of the circumstances. Profanity and vulgarity are unacceptable. Any form of racial slur or insult will be met with harsh consequences.

### **Winning should not be achieved at the cost of integrity.**

3. Work Ethic- Winning is not our primary goal. Each player will be dedicated and give 100% effort in practice and in competitions.
4. Tryouts/ Playing time- There are no guarantees for athletes to be included on a team regardless of his/her participation in the previous year. Every player is expected to try out every season. There is also no guarantee of playing time at the F/S, junior varsity, or varsity levels.
5. Adding athletes to roster - Coaches may not add athletes to their roster after the roster deadline which will be prior to first league contest. This includes any athlete who, at the beginning of the season was ineligible due to grades and becomes academically eligible after the grade reporting period. In the event a team is still competing when another season begins, coaches are required to leave their rosters open for possible players that are unable to tryout because their previous season is not complete.
6. Be Accountable - Do not come to coaches with excuses. You are old enough to take responsibility for your actions.
7. Attendance - You are expected to be on time and attend all practices and team functions. First missed practice/function=Cougar Reminder (C.R.). Second= C.R. Third= C.R. and call home to parent. Fourth= may be released from team. (C.R.'s will vary by sport/team) Organize your priorities. (1-Family 2- School 3- Athletics) There is no reason to fall behind in school. A **2.0 GPA** is a very reasonable requirement. If you cannot stay organized and on task, something will have to go and it will be athletics. Also, missed practices during any week, excused or unexcused, may prevent you from participating in that week's contests. Excused missed practice = family emergency, medical doctor visit for injury or prior approval from Coach. Unexcused missed practice = dentist appointment, finish homework/project, detention, birthday party, etc.
- "Any player who would normally be eligible for participation on the day of a contest is required to attend four periods regardless of class schedule. **Medical appointments are not considered excused absences for this purpose unless prior approval (three days) has been granted.**
- Participation in Physical Education Classes- Any student enrolled in PE cannot participate in competitions and/or practices if they fail to participate in their PE class any given day. (No dress cuts, unexcused absences or medical excuses).
8. Behavior - Your behavior on and off campus can and will affect your status on this team. Be smart. Think before you act and speak. Your conduct is as important as your athletic skills. This includes the classroom
9. Off Season - A student-athlete's off season behavior and attendance can affect his/her status on their team. You are expected to be respectful, hard working, punctual and participate whether you are in season or not.
10. Drugs/ Alcohol - **These have no place in an athlete's life. Student-Athletes will be held to zero tolerance for drugs and alcohol. Anytime during the school year, a student suspended for drugs or alcohol (i.e.: drunk at school, a football game, prom, etc.) will receive a three consecutive season suspension (including the current season, regardless of whether or not the student is currently participating in athletics). Effective date for a season is the first legal PAL practice date through the last game including playoffs.**
11. Quitting the team/ Removal from team - **Any player who quits a team after the first scheduled contest will not be able to compete in any other sport that season, nor will he/she be able to participate in any sport in any capacity the following season until the current season is over.** Any player that is removed from a team will be treated as if he quit after the first contest regardless of when the player was removed.
12. Locker Room Procedures- This is your locker room; take care of it and keep it clean! No cleats should ever be worn in the locker room. There should be NO horseplay. There should always be a coach supervising the locker room.
13. Coach's Code of Conduct - Our main goal/ objective is to help foster the characteristics in our players that will teach them to be successful, not only on the field or court, but also give them life long tools to become respectful, hard working and successful young men/women.
14. Equipment (Care and Maintenance) - Athletes are responsible for their uniform and any equipment issued them. You need to take care of, and clean, all equipment issued to you. You will be charged (replacement price) for any equipment that is lost or damaged (other than normal wear). All equipment must be turned in as soon as your season is complete.
15. Injuries/Sickness - All Injuries and health issues need to be reported to a coach as promptly as possible. Coaches cannot determine how YOU feel. If you tell us you are hurt/ injured, we will remove you from play. If you hand your coach a doctor's note stating you can no longer participate due to injury, then the doctor must also clear you to return to activity.
16. Parents - Thank you for supporting your son's/ daughter's commitment to their team. I hope we can all work together and avoid any undermining of one another; and focus rather on positive experiences for our athletes. Here at Half Moon Bay High School we "**We Honor the Game**". We cheer and support our Cougars; win or lose! We do NOT "boo" or disrespect our opponents, their fans or the referees. Cougar fans know that winning should not be achieved at the cost of integrity.

**CABRILLO UNIFIED SCHOOL DISTRICT  
INDEPENDENT STUDY PHYSICAL EDUCATION STUDY PROGRAM**

**TYPE A - OUTSIDE OF SCHOOL ACTIVITIES  
APPLICATION FOR 2011-2012**

**Please fill out ONE SIDE of this form completely and attach it to your course request form.**

STUDENT NAME \_\_\_\_\_ I.D. # \_\_\_\_\_

SCHOOL FOR 2011-2012 \_\_\_\_\_ GRADE ('10-'11) \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

ACTIVITY TO BE STUDIED \_\_\_\_\_

COACH/INSTRUCTOR NAME \_\_\_\_\_  
(coach must be able to show proof of certification and will be contacted to verify the following information)

1. NAME OF BUSINESS:

\_\_\_\_\_

2. BUSINESS PHONE #: \_\_\_\_\_

3. Please write in the hours each week this student receives a teaching lesson or supervised practice. (Must equate to a minimum of 400 hours per 10 school days.)

Total hours of instruction per week \_\_\_\_\_ Total hours of supervised practice per week \_\_\_\_\_

4. For how many years has this student received instruction in this field? \_\_\_\_\_

5. For how many years has this student received instruction from this coach? \_\_\_\_\_

6. For how many years has this student been a competitor? \_\_\_\_\_

7. What is the student's competitive experience? List awards and places taken in competition.

\_\_\_\_\_  
\_\_\_\_\_

**PARENT AGREES TO ASSUME ALL RESPONSIBILITY AND TO HOLD CUSD HARMLESS FOR ANY LIABILITY INCURRED DURING THE PERIOD OF THIS INDEPENDENT STUDY CONTRACT. PARENT AGREES TO FOLLOW ALL REQUIREMENTS OUTLINED IN ADMINISTRATIVE REGULATIONS NO. 6158.1 CRITERIA FOR INDEPENDENT STUDY PHYSICAL EDUCATION. *Parent understands that the District can terminate this contract at any time in the event specific regulations or timelines are not followed.***

I have read and understand the Independent Study Physical Education Guidelines available from the school counseling department or at [www.cabrillo.k12.ca.us/hmbhs/topic/forms.htm](http://www.cabrillo.k12.ca.us/hmbhs/topic/forms.htm)

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**CABRILLO UNIFIED SCHOOL DISTRICT  
INDEPENDENT STUDY PHYSICAL EDUCATION STUDY PROGRAM**

**TYPE B -“ATHLETIC” - HALF MOON BAY HIGH SCHOOL THREE-SEASON CAMPUS SPORT  
ATHLETES  
APPLICATION FOR 2011-2012**

**Please fill out ONE SIDE of this form completely and attach it to your course request form.**

STUDENT NAME \_\_\_\_\_ I.D. # \_\_\_\_\_ GRADE ('10-'11) \_\_\_\_\_ GENDER M or F

MAILING ADDRESS \_\_\_\_\_

1. PLEASE CIRCLE the intended sport of participation, one for each season

- |               |            |              |
|---------------|------------|--------------|
| FALL          | WINTER     | SPRING       |
| Cross Country | Basketball | Baseball     |
| Football      | Soccer     | Golf         |
| Tennis, Girls | Wrestling  | Gymnastics   |
| Volleyball    |            | Softball     |
| Water Polo    |            | Swimming     |
|               |            | Tennis, Boys |
|               |            | Track        |

2. PLEASE GIVE A SHORT STATEMENT FOR EACH SPORT. Include the number of years you have participated in this sport, through what organization(s), and reasons you feel you would be successful in high school competition.

FALL

\_\_\_\_\_  
\_\_\_\_\_

WINTER

\_\_\_\_\_  
\_\_\_\_\_

SPRING

\_\_\_\_\_  
\_\_\_\_\_

**NOTE: Any student who is removed from a team for any reason will be dropped from Independent Study PE and will not be approved for future Type “B” Independent Study PE.**

PARENT AGREES TO ASSUME ALL RESPONSIBILITY AND TO HOLD CUSD HARMLESS FOR ANY LIABILITY INCURRED DURING THE PERIOD OF THIS INDEPENDENT STUDY CONTRACT. PARENT AGREES TO FOLLOW ALL REQUIREMENTS OUTLINED IN ADMINISTRATIVE REGULATIONS NO. 6158.1 CRITERIA FOR INDEPENDENT STUDY PHYSICAL EDUCATION. *Parent understands that the District can terminate this contract at any time in the event specific regulations or timelines are not followed.*

I have read and understand the Independent Study Physical Education Guidelines available from the school counseling department or at [www.cabrillo.k12.ca.us/hmbhs/topic/forms.htm](http://www.cabrillo.k12.ca.us/hmbhs/topic/forms.htm)

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date