



OFF-CAMPUS PHYSICAL EDUCATION

Dear Parents,

Please note the following important information regarding the Good Shepherd Episcopal School's off-campus physical education program that is available for your child to earn his or her PE credit this year. Off-campus physical education (OCPE) is an opportunity for **seventh** and **eighth** grade students to meet their physical education requirement without attending GSES PE class (2:45-3:30 p.m.). OCPE must be supervised by a private teacher or coach overseeing participation in a sport or physical activity outside of school. The program includes an option for the full school year or you may choose a trimester by trimester enrollment which will allow your child an opportunity to participate in GSES sports on a seasonal basis. Eligible sports will demand an extraordinary amount of time. Students must attend a minimum of **4** hours a week of practice/games held Monday thru Friday. Any hours of participation during weekends do not count toward required minimum hours. Requested activities that are less than 4 hours a week will not be approved.

Students' parent/guardian MUST pick them up each day at 2:50 p.m. (Middle School Carpool). Students will sign out with carpool supervising teacher. Study hall is not provided for OCPE students.

Note: New this year, Director of Enrichment Whitney West has opened an Encore afterschool program which allows students to study from 2:45-3:30 p.m. daily on campus. The course fee is \$300 per trimester. To register for this course, please click on this link, <https://gsesdallas.campbrainregistration.com>. If you have any questions, please reach out to Whitney at wwest@gsesdallas.org.

Applications will not be accepted after the enrollment dates listed below:

First Trimester or Entire School Year - August 19, 2019

Second Trimester - November 4, 2019.

Third Trimester - March 2, 2020.

Late applications may not be considered.



***Application Process**

- 1) A letter of request is required from the student in addition to a completed OCPE Request Form. It will need to be typed and presented in an orderly fashion. This letter should contain information about the sport, practice times, and locations. Also, please include a statement of why it would be beneficial for the student to be granted this privilege.

- 2) An OCPE Request Form must be completed by the coach and signed by both the coach and the parent. This form is available from the physical education department or on the web page.

- 3) Parent/Guardian must return a signed OCPE parental agreement form.

*The above items must be turned in together to OCPE supervising teacher Andy Blount. Incomplete forms will not be accepted. It will be reviewed and given to the middle school head, Mrs. Lori Rolke, for a final decision. The student will be notified of the decision within three school days of receiving completed forms. **All students applying for OCPE will remain in physical education class until a decision is made regarding their application.**

Thank you,

Andy Blount
OCPE Supervising
Teacher
214-357-1610 ext. 259
ablount@gsesdallas.org

Please complete and return the following OCPE Request Forms:



OFF-CAMPUS PHYSICAL EDUCATION REQUEST FORM

Date Submitted _____

Student's Name _____ Grade Level _____

This activity is for: *(Please check appropriate boxes)*;

Entire school year _____ 1st trimester _____

2nd trimester _____ 3rd trimester _____

Sport / Activity requesting for substitution _____

Name of Organization _____

Name of Teacher / Coach _____

Address _____

Phone # h () _____ w () _____

E-mail _____

Location of practices /lessons _____

Time and day of practice / lesson (Monday-Friday only)

4 hours is the minimum requirement

M _____ T _____ W _____ Th _____ F _____

I understand that the above named student is requesting to substitute the activity I instruct for their physical education grade at GSES. I also understand that I will be expected to provide a **numerical grade** as well as a **written comment each trimester** on or before the due date (three days prior to the end of the trimester).

Teacher or Coach Signature

Date



In order for my child _____ to participate in Off Campus PE, I agree to the following:

- My child will be excused from attending PE class (2:45-3:30 p.m.)
- Study hall is not provided for OCPE students
- Carpool pickup for OCPE students is 2:50 p.m. (middle school carpool area)
- Before leaving campus OCPE Students will sign out with the supervising carpool teacher (middle school carpool area)
- OCPE students not picked up by 2:55 p.m. will be brought to the CCL front desk
 - After 2:55 p.m., parents must come inside the CCL to sign out and pick up students.
 - Students who are picked up late multiple times will have their OCPE eligibility reviewed by Mrs. Rolke and the OCPE supervising teacher. This may result in removal from the OCPE program and return to GSES PE class.
- Parents must submit written authorization for permission to allow their child to walk home from campus (approved by Mrs. Rolke). Students walking home must sign out each day with the supervising carpool teacher by 2:55 p.m. and leave campus.
 - After 2:55 p.m., students still on campus that are approved to walk home must sign out at CCL front desk.
 - Students leaving campus late multiple times will have their OCPE eligibility reviewed by Mrs. Rolke and the OCPE supervising teacher. This may result in removal from the OCPE program and return to GSES PE class.
- My child is responsible for providing a grade sheet to the GSES OCPE supervising teacher, **three days** prior to the end of the trimester.
 - Failure to provide a grade sheet could result in a lower physical education grade.
- Off-Campus PE is a privilege for my child to participate and earn their Physical Education grade.

Print Parent/Guardian Name

Date

Parent/Guardian Signature

Student Signature