



THE URSULINE SCHOOL  
ATHLETICS

**ATHLETIC PLACEMENT PROCESS  
FOR  
INTERSCHOOL ATHLETIC PROGRAMS**

***This is only for 7th or 8th graders who wish to participate at a JV or Varsity level. This does not apply to 7th or 8th graders who would like to play Modified Sports.***

## PROCEDURE

1. *Parent/Guardian signed approval*- The process for Athletic Placement of a student will start when a request form is filled out and submitted by a parent/guardian to the Athletic Director. (Appendix B)
2. *Medical Clearance*- A valid physical must be submitted to the Athletic Department office. This must be completed BEFORE the physical fitness portion of the process. (Appendix C)
3. *Physical Fitness Testing*- Student-athlete must complete and pass all 4 components administered at the exam (shuttle run, sit ups, push-ups, and mile run/500 yard swim).
  - a. All 4 components will be tested on that day and she will have two chances to try to be successful.
  - b. If, and only if, a student-athlete has passed 2 out of the 4 components will they be allowed to take part in a retake of the components that are lacking. If the student-athlete passes one or less, they will not be eligible for an additional retake day.
4. *Testing Dates*: Will occur once a season, approximately 2 weeks before the JV/ Varsity season begins.

**Attire:** On your testing day, please wear comfortable clothes and sneakers and bring a water bottle.

### Sports Related Exceptions:

**Swim:** For students trying out for swimming, see Appendix J for an alternate fitness test to the 1 mile walk/run. Students trying out for swimming may choose to either do the 1 mile walk/ run or the 500 yard swim. Please have individual (ex. club team coach) administering the 500 yard swim to record time on Appendix E, sign, and provide a contact number. Please bring Appendix E to fitness test.

**Golf:** Any 7th or 8th grade student may be given the opportunity to try out for a junior varsity or varsity golf team. At the completion of the tryout sessions, which must include 18 holes golfed over a three-day period (the first three days of the individual's tryout when the course is accessible), if the individual's golf average puts them in the top 8 of the school's golfers, they are eligible for the team.

(Copy Letter onto District Letterhead)  
**ATHLETIC PLACEMENT PROCESS**  
**PARENT/GUARDIAN PERMISSION**

(Page 1 of 2)

Dear Parent/Guardian:

There is a New York State Education Department (NYSED) program that permits physically and emotionally appropriate students to try out for an athletic team that is outside of their grade placement. It is called the Athletic Placement Process (APP).

Your child (name): \_\_\_\_\_ may be eligible to participate in the sport of \_\_\_\_\_ outside of his or her normal grade level. In order to establish the appropriate eligibility, we must have your permission to begin the APP.

This evaluation is a comprehensive evaluation of your child's emotional and physical maturity (including height and weight); as well as athletic abilities, physical fitness, and sport-specific athletic skill in relationship to other student athletes at that level.

Physical maturity is determined by the district medical director during a physical exam, using the Tanner Scale. The Tanner Scale requires the inspection of the entire body, including the breasts and genitals. The district does/does not accept Tanner ratings from private medical providers. The district does/does not accept a history of menarche for girls in place of a physical examination. Upon approval of the district medical director, the student may proceed to the physical fitness and skill assessments. Students must pass all levels in order to meet the requirements of the APP.

If your child successfully meets the requirements of the APP, he/she will be allowed to try out for competitive high school athletics during 7<sup>th</sup> and/or 8<sup>th</sup> grade(s), or compete at the modified level if in grades 9-12. Under normal circumstances, a student is eligible for senior high school athletic competition in a sport for only four consecutive seasons, beginning with the student's entry into the ninth grade. However, by meeting the Athletic Placement Process requirements established by NYSED, your child's eligibility can be extended to permit:

- a) participation during five consecutive seasons in the approved sport after entry into the eighth grade; or
- b) participation during six consecutive seasons in the approved sport after entry into the seventh grade.

It is important for you and your child to understand that, once the requirements are met and if he/she is accepted as a member of the team, he/she cannot return to a lower-level team (modified) in that sport in that season. Remember, at the higher level of play your child will be exposed to the social atmosphere that is common among older students in a high school environment. Therefore, it is important to take into account your child's ability to handle the additional demands.

Please feel free to contact me regarding this program or to discuss any aspect of your child's athletic placement. If you agree to allow your child's participation in this program, please sign and return the parental permission form to my office.

Sincerely,

Physical Education Director and/or Athletic Director

(Copy letter unto District Letterhead)  
**ATHLETIC PLACEMENT PROCESS**

**PARENT/GUARDIAN PERMISSION**

**PARENT/GUARDIAN STATEMENT**

I have read the attached letter and I understand the purpose and eligibility implications of the Athletic Placement Process.

My son/daughter (name): \_\_\_\_\_ has my permission to undergo the evaluation process and to participate in this program. I understand that the determination of physical maturity is a private examination involving inspection of breasts and genitals and will be done by a licensed school health professional, and I give my permission for the examination. Upon approval of the district medical director, he/she may proceed to the physical fitness and skill assessments. I understand that passing the evaluation process does not guarantee my child a position on a team, but only permits them to try out.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

# ATHLETIC PLACEMENT PROCESS

## PHYSICAL MATURITY FORM

**THIS SECTION TO BE COMPLETED BY ATHLETE OR PARENT/GUARDIAN**

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

Home Address \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_\_ Gender:  Male  Female

Parental/Guardian Permission Form Received:  Yes Date Received \_\_\_\_\_

Desired Level:  Varsity  Jr. Varsity  Frosh  Modified

Desired Sport: \_\_\_\_\_ \*Recommended Tanner Rating for this sport and level \_\_\_\_\_ \* See Appendix H

**SCREENING PROCEDURES- THIS SECTION TO BE COMPLETED BY PRIVATE MEDICAL PROVIDER**

A. TANNER SCORE AND HEIGHT/WEIGHT ASSESSMENT COMPLETED BY:

Private Medical Provider

EXAM DATE: \_\_\_\_\_

PROVIDER NAME \_\_\_\_\_

**CIRCLE** THE CURRENT DEVELOPMENTAL STAGE OF THE STUDENT, USING THE TANNER SCALE:

1                      2                      3                      4                      5

B. ALTERNATIVE TO TANNER EXAMINATION FOR FEMALES ONLY (If accepted by district):

Onset of Menarche = Tanner Stage 5

C. HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_

D. CHECK APPROPRIATE BOXES BELOW AND RETURN FORM TO THE DIRECTOR OF PHYSICAL EDUCATION/ATHLETICS. (See Appendix H)

Student is  approved  not approved for the sport of: \_\_\_\_\_

at the following level:  Modified  Freshman  Junior Varsity  Varsity

SIGNED \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

Private Medical Provider

# ATHLETIC PLACEMENT PROCESS

## PHYSICAL FITNESS TESTING: SCORE FORM

### INSTRUCTIONS FOR THE TESTER

The student listed below has been approved to take the Physical Fitness Test. Please proceed with the testing as described in the **Physical Fitness Test Descriptions & Directions** in Appendix I of this document

1. Read the instructions for administering the five items carefully. **If you are the coach of the sport that the athlete wants to participate in, you may not be the tester.** Notify the Director of Physical Education and/or Athletic Director that a new tester must be assigned.
2. The test can be given in any time frame and in any order. Any of the five items may be retested up to the number of times defined by your APP district policy. Only the best scores should be recorded. *For Swimming see, Appendix J page 2, for an alternative portion of the fitness test. For bowling and golf, students are not required to complete a physical fitness test.*
3. Encourage the student to do his/her best on each test item. Before commencing with the test, inform the student of the minimum qualification requirement for each component. **They MUST score in the 85<sup>th</sup> percentile for their age in 4 out of 5 test components.**
4. Return this score sheet to the Physical Education and/or Athletic Director's office as soon as the test is completed.

### PHYSICAL FITNESS TEST SCORES:

Student's Name \_\_\_\_\_ Gender:  M  F Age \_\_\_\_\_

Desired Sport \_\_\_\_\_ Desired Level \_\_\_\_\_

Test Administered By \_\_\_\_\_ Date \_\_\_\_\_

SHUTTLE RUN (nearest tenth) 1/10 seconds \_\_\_\_\_

PULL UPS (# completed) \_\_\_\_\_  
Or RIGHT ANGLE PUSH UPS (# completed every 3 seconds) \_\_\_\_\_

STOMACH CURLS (one for each completed movement) number \_\_\_\_\_

ONE MILE RUN/500 YARD SWIM (minutes and nearest second) \_\_\_\_\_

Final Assessment: Student  passed  did not pass at or better than the 85<sup>th</sup> percentile

Signature \_\_\_\_\_ Date \_\_\_\_\_



# ATHLETIC PLACEMENT PROCESS

## PHYSICAL FITNESS TEST: INSTRUCTIONS

### Curl-ups

This activity measures abdominal strength and endurance.

#### Curl-ups Testing

Here's what you do:

- Have the student lie on a cushioned, clean surface with knees flexed and feet about 12 inches from buttocks. A partner holds the feet.
- Make sure the arms are crossed with hands placed on opposite shoulders and elbows held close to chest.
- Keeping this arm position, the student raises the trunk, curling up to touch elbows to thighs, and then lowers the back to the floor so that the scapulas (shoulder blades) touch the floor, for one curl-up.
- To start, a timer calls out the signal "Ready? Go!" and begins timing the student for one minute. The student stops on the word "Stop."

#### Curl-ups Tip

Instruct helpers to count aloud the number of repetitions.

#### Curl-ups Scoring

"Bouncing" off the floor is not permitted. The curl-up should be counted only if performed correctly.

### Shuttle Run

This activity measures speed and agility.

## Testing

Here's what you do:

- Mark two parallel lines 30 feet apart and place two blocks of wood or similar objects behind one of the lines.
- Student starts behind the opposite line. On the signal "Ready? Go!" the student runs to the blocks, picks one up, runs back to the starting line, places the block behind the line, runs back and picks up the second block, and runs back across the starting line.

## Tips

Be sure the participants understand the importance of running through the finish line. Participants should perform this activity on a gym floor or other appropriate surface.

## Scoring

Blocks should not be thrown across the lines. Scores are recorded to the nearest tenth of a second.

# One Mile Run/Walk

This activity measures heart/lung endurance.

## Testing

Here's what you do:

- On a safe, one-mile distance, students begin running on the count "Ready? Go!"
- Walking may be interspersed with running. However, the students should be encouraged to cover the distance in as short a time as possible.

## Tips



Use a large enough running area so that no more than eight laps are necessary to complete a mile. Help participants learn proper pacing for the mile by having them run at the mile pace for short distances during warm-up time.

### Scoring

Always review students' health status before administering this test. Give students ample instruction on how to pace themselves. Allow them to practice running this distance against time, as well as sufficient time for warming up and cooling down before and after the test. Times are recorded in minutes and seconds.

## Pull-ups

This activity measures upper body strength and endurance.

### Pull-ups Testing

Here's what you do:

- The student hangs from a horizontal bar at a height the student can hang from with arms fully extended and feet free from the floor, using either an overhand grip (palms facing away from body) or underhand grip (palms facing toward body). Small students may be lifted to the starting position.
- The student raises his/her body until chin clears the bar and then lowers his/her body to the full-hang starting position. The student performs as many correct pull-ups as possible.

### Pull-ups Tips

Spend as little time hanging from the bar beforehand as possible because the extra time on the bar may reduce the number of pull-ups performed. Discourage any leg kicking or body swinging, as this may also decrease the number of repetitions.

Pull-ups should be done in a smooth rather than jerky motion. Kicking or bending the legs is not permitted and the body must not swing during the movement.

## Right Angle Push-ups Testing

Here's what you do:

- The student starts in push-up position, with hands under shoulders, arms straight, fingers pointed forward, and legs straight, parallel, and slightly apart (approximately 2-4 inches) with the toes supporting the feet.
- Keeping the back and knees straight, the student then lowers the body until there is a 90-degree angle formed at the elbows, with upper arms parallel to the floor. A partner holds her/his hands at the point of the 90-degree angle so that the student being tested goes down only until her/his shoulders touch the partner's hand, then back up.
- The push-ups are done to a metronome (or audio tape, clapping, drums) with one complete push-up every three seconds, and are continued until the student can do no more at the required pace. The student should remain in motion during the entire three second interval.

### Right Angle Push-ups Tip

As with the pull-up, spend as little time in the starting position beforehand in order to increase the number of repetitions. Any extra movement may also decrease the number of repetitions.

### Right Angle Push-ups Scoring

Record only those push-ups done with proper form and in rhythm.

### Right Angle Push-ups Rationale

Right angle push-ups are a good indicator of the range of strength/endurance found in kids, whereas some kids are unable to do any pull-ups. Pull-ups remain an option for those students at higher levels of strength/endurance.

## ATHLETIC PLACEMENT PROCESS

### Physical Fitness: Scores Required for the Athletic Placement Process

SEX	AGE	Curl-Ups # in one minute	Shuttle Run in seconds	Choose one <sup>1</sup>		1 Mile- Walk/Run min/sec*	Choose one <sup>2</sup>	
				V-sit Reach in inches	Sit & Reach in centimeters		Pull-Ups # completed	Right Angle Push-ups # every 3 sec.
Males	11	47	10.0	4.0	31	7:32	6	26
	12	50	9.8	4.0	31	7:11	7	30
	13	53	9.5	3.5	31	6:50	7	35
	14	56	9.1	4.5	33	6:26	10	37
	15	57	9.0	5.0	36	6:20	11	40
Females	11	42	10.5	6.5	34	9:02	3	19
	12	45	10.4	7.0	36	8:23	2	20
	13	46	10.2	7.0	38	8:13	2	21
	14	47	10.1	8.0	40	7:59	2	20
	15	48	10.0	8.0	43	8:08	2	20

\*For swimming, see next page for alternative 500 yard swim scores.

<sup>1</sup> Upper body strength can be measured by performing pull-ups, or right angle push-ups.

<sup>2</sup> Flexibility can be measured by performing the V-sit Reach or the Sit and Reach

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**ATHLETIC PLACEMENT PROCESS**  
**Physical Fitness Scores**  
Required for the Athletic Placement Process

**SWIMMING**

The swimming endurance component of the physical fitness test allows the athlete to choose which endurance test he/she prefers. It will be necessary to choose one: either the one mile run (see Appendix J) or the 500 yard swim.

SWIMMING TIMES REQUIRED FOR 500 YARD SWIM

**BOYS**

<b>LEVEL</b>	<b>500 Yard Swim Time (min:sec)</b>
Modified	9:15
Freshman	9:00
Junior Varsity	8:45
Varsity	8:30

**GIRLS**

<b>LEVEL</b>	<b>500 Yard Swim Time (min:sec)</b>
Modified	10:00
Freshman	9:45
Junior Varsity	9:30
Varsity	9:00