

RANCHO SANTA FE SCHOOL DISTRICT

Independent Study Physical Education (I.S.P.E.)

Information Sheet

A. Introduction to I.S.P.E.

Thank you for your interest in the Rancho Santa Fe School District's Independent Study Physical Education (I.S.P.E.) program. Below you will find the specifics, expectations, and requirements of the I.S.P.E. program.

I.S.P.E. is an optional, alternative opportunity to receive Physical Education (P.E.) credit. The learning objectives are consistent with and evaluated in the same manner as if the pupil was enrolled in a traditional school P.E. program. Students work independently in an organized physical program under the supervision of an instructor/coach and monitored by the I.S.P.E. Coordinator, a certificated Rancho Santa Fe Physical Education teacher. Examples include club sports, martial arts, and equestrian pursuits. Upon approval, students must complete a written agreement and document the hours that they are engaged in I.S.P.E. each week throughout each trimester. Credit for I.S.P.E. is based on the time and value of the student's participation, as determined by the I.S.P.E. Coordinator.

The District's I.S.P.E. program is being offered pursuant to Board Policy No. 6022 "Independent Study," which is available on the District's website.

Students and Parents/Guardians may apply to the I.S.P.E. Program by filling out and submitting the attached forms, listed below, to the I.S.P.E. Coordinator:

- a. I.S.P.E. Contract
- b. Parent/Guardian Consent Form And Release For I.S.P.E.
- c. Instructor/Coach's Statement Of Responsibility
- d. Authorization, Release, And Indemnification For Early Release

B. Criteria for Participation

1. The objective of I.S.P.E. is to allow a student to fulfill all required P.E. course credits for his/her grade level for one semester. As such, the direct instruction requirement must be equal to or exceed the hourly requirement of the District P.E. program (200 minutes every week for a total of 40 hours per semester). The credit for I.S.P.E. is determined through activity logs, and an instructor/coach's written evaluation of the student, and the effort completed by students throughout their independent study.
2. The I.S.P.E. course must be under the direct supervision of a coach/instructor who meets District qualifications set forth in the Instructor/Coach's Statement of Responsibility. The Instructor/Coach must certify that he or she meets these requirements.

3. I.S.P.E students must be picked up Monday-Friday at 2:20 p.m. in front of the gym or walk home with signed parent permission. I.S.P.E students cannot remain on campus, as the school does not offer supervision for I.S.P.E. students from 2:20-3:00.
4. Parent/Guardian agrees to provide transportation. Carpooling is permitted and encouraged.
5. Independent study courses must be completed within a semester of the school year.
6. During the second semester, 7th grade I.S.P.E. students are required to take the California State Physical Fitness Test.
7. Given the nature of I.S.P.E., the District does not generally provide additional or added resources, such as materials and personnel, to pupils participating in I.S.P.E. If a student requires additional resources, please contact the I.S.P.E. Coordinator.
8. As needed, the District will provide academic and other supports to address the specific needs of pupils who are not performing at grade level, or who need support in other areas such as English learners, individuals with exceptional needs in order to be consistent with the pupil's IEP or 504 plan, pupils in foster care or experiencing homelessness, and pupils requiring mental health supports. Supports shall be provided to qualifying students as determined by the District and shall be tailored to meet their specific needs.
9. Students have the first two weeks of each school sports season (fall, winter, spring) to evaluate their I.S.P.E, General P.E., or school sports placement. After this two week period, students who choose to move from a school sports team or I.S.P.E. will be enrolled in General P.E. for the rest of that school sports season.

C. Document Progress and Grading

The I.S.P.E. Coordinator shall be responsible for evaluating the student's work and assigning a grade. The ISPE grade will consist of the following three items;

1. Each semester students must complete the activity log and submit it to the I.S.P.E. Coordinator indicating days and hours of instruction. Logs are due at the end of the semester and must be signed by the student's instructor/coach and parent/guardian. The attached Independent Study P.E. Log is for the student to use to log the minutes completed for their sport/activity. Students may submit multiple logs for all of their days and hours.

2. The coach/instructor shall PERSONALLY write and sign a one-page evaluation for the student, evaluating the athlete's participation and progress towards stated goals and objectives.
3. A one page, typed, reflection by the athlete documenting successes in attaining their goals and objectives in addition to a statement indicating future goals if the student intends to continue the same activity in the future.

GRADING

A student enrolled in ISPE will earn an A grade if all three assignments (logs, coach/instructor evaluation, and student reflection) are submitted by the deadline.

The ISPE grade will drop one letter grade to a B if the coach/instructor evaluation OR student reflection are NOT submitted by the deadline. The ISPE grade will drop to a C if BOTH the coach/instructor evaluation AND student reflection are NOT submitted by the deadline.

STUDENTS WHO FAIL TO TIMELY SUBMIT ASSIGNMENTS MAY FAIL THE COURSE AND BE INELIGIBLE FOR FUTURE PARTICIPATION IN THE I.S.P.E. PROGRAM.

D. Enrollment and Application

1. The I.S.P.E. enrollment period occurs at the beginning of each semester. Please complete the following forms and submit them to the I.S.P.E. Coordinator prior to the close of the enrollment period:
 - a. I.S.P.E. Contract
 - b. Parent/Guardian Consent And Release Form
 - c. Instructor/Coach's Statement Of Responsibility
 - d. Authorization, Release, And Indemnification For Early Release
(Independent Study Physical Education Program) 2024/2025 School Year
2. The I.S.P.E. Coordinator will review completed applications and notify students of approval.

E. Student Rights and Responsibilities

- Independent study is an optional alternative in which no student may be required to participate. Students who submit applications agree to voluntarily participate in the I.S.P.E. program. A classroom option will always be available to students should they no longer choose to participate in Independent Study.
- Students shall follow the requirements for submitting work assignments as outlined above. Students will be evaluated in accordance with the methods set forth herein.
- Students must follow the discipline code and behavior guidelines of the school, in accordance with District policy.

RANCHO SANTA FE SCHOOL DISTRICT I.S.P.E. CONTRACT

Student ID # _____ Grade _____

Name: _____ Birth Date: _____ Age: _____

Address: _____
Street City Zip

Parent/Guardian Name: _____

Home Phone: _____ Business Phone: _____

Activity: _____

Coach/Instructor: _____ Phone: _____

Business Name (if appropriate): _____

Business Address: _____
Street City Zip

Location of Formal Instruction:

(If different from above) Street City Zip

Length of Contract: Semester 1 _____ Semester 2 _____

BY SIGNING THIS AGREEMENT, I am indicating that I have read, received, understand, and agree with the terms and conditions in the following documents and give my permission for the above identified student to participate in I.S.P.E.:

- a. I.S.P.E. Information Sheet
- b. Parent/Guardian Consent Form And Release For I.S.P.E.
- c. Instructor/Coach's Statement Of Responsibility
- d. Authorization, Release, And Indemnification For Early Release

Signatures:

1. Student: _____ Date: _____

2. Parent/Guardian: _____ Date: _____

3. Instructor/Coach: _____ Date: _____

4. I.S.P.E. Coordinator: _____ Date: _____

5. Principal: _____ Date: _____

**RANCHO SANTA FE SCHOOL DISTRICT
PARENT/GUARDIAN CONSENT AND RELEASE FORM**

My son/daughter, _____, of grade _____,
age _____, has my permission to participate in the following Independent Study P.E. program:
_____.

This program will be held during the following dates and times:

**IN EXCHANGE AND CONSIDERATION FOR PERMITTING THE STUDENT TO PARTICIPATE
IN THE ABOVE ACTIVITY:**

I hereby voluntarily and forever RELEASE and DISCHARGE the District, its members, agents, administrators, volunteers, Board of Trustees, and employees from any and ALL liabilities, claims, demands or causes of action that I or my son/daughter may have for injuries and damages arising out of and/or related in any way to my child's participation in the I.S.P.E. program, including but not limited to any claims for personal injury, bodily injury, property damage, or wrongful death.

Parent Initial _____

I acknowledge this RELEASE wholly and forever relieves and discharges the District, its members, agents, administrators, volunteers, Board of Trustees, and employees from liability for any injuries and damages caused by the acts of third parties within the maximum extent of the law. *Parent Initial* _____

I agree to the waiver and release described herein and sign this waiver and release on the student's behalf. In signing this release, I fully understand that I am giving up the student's rights and the rights of his/her parents, heirs, personal representatives, and next of kin to make a claim or file a lawsuit against the District, its Board of Trustees, officers, administrators, employees, volunteers, and agents, related in any way to the I.S.P.E. program and/or the above activity.

Parent Initial _____

In the event that the student is injured or becomes ill due to, or during, his/her participation in the I.S.P.E. program and/or the above activity, I authorize and consent for the student to receive medical treatment, including but not limited to, emergency medical treatment, hospital care, and emergency transportation as deemed necessary for the student's safety and welfare. I understand that the District, its Board of Trustees, officers, administrators, employees, volunteers, and agents have no financial responsibility for any type of medical care rendered to the student. I further understand that all resulting expenses will be my responsibility as the parent/legal guardian of the student.

Parent Initial _____

Name of Parent/Guardian (Print): _____

Signature of Parent/Guardian

Date

**RANCHO SANTA FE SCHOOL DISTRICT
INSTRUCTOR/COACH'S
STATEMENT OF RESPONSIBILITY**

Supervision of I.S.P.E. activities must be performed by an instructor/coach who is at least 21 years of age and who has a certificate or credential in the activity.

I understand the concept of the Independent Study Physical Education program, I meet the above requirements, and accept the responsibility as _____ coach.

I will PERSONALLY instruct this athlete for a minimum of 400 minutes every two (2) weeks. In addition, I will sign his/her time logs, as well as PERSONALLY write and sign his/her trimester evaluations, which will include a one-page state statement evaluating the athlete's participation and progress towards stated goals and objectives.

If there are any questions regarding the I.S.P.E. program, or the student's participation in this program, please contact the I.S.P.E. Coordinator at the school.

Athlete's Name: _____ Phone: _____

Instructor/Coach's Name: _____ Phone: _____

Instructor/Coach's Signature: _____

Date: _____

RANCHO SANTA FE SCHOOL DISTRICT
AUTHORIZATION, RELEASE, AND INDEMNIFICATION FOR EARLY RELEASE
(INDEPENDENT STUDY PHYSICAL EDUCATION PROGRAM)
2024/2025 School Year

I authorize _____ (the "Student") to be released from school at 2:20 p.m., without a parent/guardian or other adult present for pick up, in order for the Student to participate in the Independent Study Physical Education Program.

I understand that this authorization is not required for the Student's participation in the Independent Study Physical Education Program; it is only required if the student will be leaving the school premises before the end of the regular school day without a parent or other adult present for pick up, while she/he is participating in the Independent Study Physical Education Program.

I realize that my permission for the Student to leave the school premises while unsupervised carries risks, which could result in injury or death to the Student or damage to his or her property. Examples of the risks that could result from the unsupervised early release include, but are not limited to, the Student being hit by a vehicle, getting lost or becoming the victim of a crime. I fully understand the risks associated with having the Student leave school premises before the end of the regular school day without supervision, and voluntarily provide my consent to his or her early release from the school premises without a parent/guardian or other adult present for pick up. I further understand that I remain responsible for, and willingly assume all risks and hazards which may arise during the Student's transportation to and from the Independent Study Physical Education Program.

As the parent/guardian of the Student, I voluntarily agree to release, waive, discharge, and hold harmless the Rancho Santa Fe School District, its Board of Trustees, officers, employees, volunteers, and agents from any and all claims related to the Student's early release from the school premises without a parent or other adult present on the days and times set forth above, including but not limited to, any claims due to negligence or any other act or omission which causes the student injury, death, or damages in any way connected with the student's early release from the school premises.

I agree to the waiver and release described herein and sign this waiver and release on the Student's behalf. In signing this release, I fully understand that I am giving up the student's right and the rights of the parents, heirs, personal representatives, and next of kin to make a claim or file a lawsuit against the Rancho Santa Fe School District, its Board of Trustees, officers, employees, volunteers and agents, related in any way to the Student's release from the school premises before the end of the regular school day without a parent or other adult present for pick up and supervision.

I certify that as a parent/guardian of this student, I consent to his/her waiver and release as set forth above.

Parent's/Guardian's Signature _____ Date _____

Parent/Guardian (Printed)

Independent Study P.E. Log

Student Name: _____

Begin and End date of log: _____

I.S.P.E. Activity: _____

Instructor/Coach: _____

Date	Activity	Hours

Total Hours: _____

Mandatory Parent's verification: _____

Mandatory Instructor/Coach's verification: _____

THE LOG IS A VERIFICATION OF PARTICIPATION IN THE INDEPENDENT STUDY PHYSICAL EDUCATION PROGRAM. EACH LOG MUST HAVE PARENT'S AND INSTRUCTOR/COACH'S SIGNATURE.