

Sacred Heart Canossian College
Physical Education Department

Guidelines and Policies for Physical Education Lessons

1. Philosophy of the programme

Physical Education aims to develop students' physical competence and knowledge of movement and safety, and their ability to perform in a wide range of activities associated with an active and healthy lifestyle. It also develops students' confidence and generic skills, especially those of collaboration, communication, creativity, critical thinking and aesthetic appreciation. These, together with the nurturing of positive values and attitudes in PE, provide a good foundation for students' lifelong and life-wide learning.

2. Aims of PE curriculum

- To help students incorporate physical activity into their lifestyle;
- To help students develop motor and sports skills;
- To help students acquire knowledge about sports, games, exercise, and fitness;
- To help students develop social and emotional skills that will enable them to be responsible citizens; and
- To help students maintain an appropriate level of health-related physical fitness;

3. Programme requirements

- In each term, students are required to take one fitness test and select one learnt sport event for assessment.
- Details of the unit allocation and year schedule will be distributed to the students in the first PE lesson.
- All the learning materials should be kept in the Student PE Learning Profile (Blue plastic A4 ring binder with school logo).

4. Uniforms and dress requirements

- Summer uniform: House tee and shorts, white sport shoes and white socks.
- Winter uniform: House jumper and dark colour trousers, white sport shoes and white socks.
- Students whose hair is longer than shoulder length must tie it up neatly.
- Students should not wear bracelets, rings, or watches due to safety precautions.

5. Personal belongings and lockers

- Students must take good care of their personal belongings, such as wallets and mobile phones.
- Students are advised not to leave their wallets and mobile phones in the changing room. They should put their valuable belongings in the plastic box provided by the school.
- Lockers in the toilets are not for use during PE lessons.
- Classrooms should be locked during PE lessons and the key kept by the class prefect.

(Cont. Guidelines and Policies for Physical Education Lessons)

6. Attendance and participation

- Students should assemble in the playground within 10 minutes after the lesson bell has rung.
- Students who cannot attend the coming PE lesson should ask their parents to fill in an Excuse Form, and return it to the homeroom teacher so as to pass it to the PE teacher.
- Students who are absent from PE lesson due to sickness should provide the PE teacher with medical proof (photocopy) or a parent letter thereafter. The photocopies of the medical proof and the parent letters will be destroyed after 2 months on receipt.
- Students who request exemption from the PE programme due to physical disabilities should provide the PE teacher with a medical report.
- Students who cannot participate for 3 consecutive PE lessons should ask their doctors to fill in the Physician's Report Form and send it to the school.
- All the forms mentioned above are available from the e-class platform.

7. Excuses and make-up procedures

All students have the right to make up missed classes because of excused absences. Possibilities for make-up work can focus on knowledge activities, performance activities, or spectator activities. Students should discuss with the teacher which make-up work they are required to do.

8. Equipment

Students are allowed to bring their own equipment such as badminton racquets and shuttlecocks, tennis racquets, hockey sticks, etc.

In every PE lesson, students should bring along a bottle of drinking water, the Student PE Learning Profile and a pen.

9. SportACT Award Scheme

Students may refer to the following website for details:

http://www.lcsd.gov.hk/lcschemes/sch-sport/b5/sportACT_intro_01.php

10. Grading Procedures

- Attitude (20%) – Attendance, Punctuality, Proper dress, Participation
- Physical Skill (40%) – Proper form, Application, Consistency, Effort
- Physical Fitness (20%) – Cardiovascular endurance, Arm-shoulder strength, Trunk strength, Flexibility
- Knowledge (20%) – Written tests

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