

## PHYSICAL EDUCATION - INTERNAL RULES

Dear Parents,

For reasons of security and hygiene, the following instructions apply to Physical Education lessons:

### SPORTS CLOTHES

For PE lessons taking place indoors, the following clothing must be worn:

- SPORTS' tracksuit or shorts (no jeans or bermudas);
- a T-shirt with the school logo;
- indoor gym shoes (Converse and Ballerinas are not allowed);
- **ATTENTION**: for safety reasons, trousers which are too long and drag on the ground **are not allowed**.

For PE lessons taking place outdoors:

- SPORTS' tracksuit or shorts (no jeans or bermudas);
- a T-shirt with the school logo;
- a pair of outdoor gym shoes;
- a tracksuit (strongly recommended in winter); - a K-way rain-jacket.

### PREPARATION FOR PE LESSONS

- Pupils must wait outside the sports complex, in front of the entrance-hall. **Pupils are not allowed to enter the sport complex unaccompanied by a teacher.**
- Pupils must bring their complete PE outfit **to each and every PE lesson.**
- If a pupil arrives late, s/he must go immediately to his/her Educational Adviser's office.
- Pupils are not allowed to wear necklaces, bracelets, rings, earrings, watches, etc. during PE lessons. PE teachers are not responsible for lost or stolen items.
- Pupils are not allowed to listen to iPods, MP3 etc, read books or study during PE lessons **even if they do not take an active part in a lesson.**
- When pupils are excused from Physical Education, they must present themselves at the beginning of each lesson. Under no circumstances are they allowed to leave school.

### EXEMPTION FROM PE

- In the event of exemption from PE, pupils must hand **a medical certificate** to the PE teacher. This certificate is **compulsory** and must clearly indicate the exact length of the exemption. After a period of 3 months, the certificate must be renewed. This certificate must be given to a teacher **no later than one week after the date it starts.** The pupil must stay with his/her class.

- In exceptional cases, on duly certified medical grounds and upon written request from a pupil's parents/legal representative, the Management may give permission for the pupil to study in the library.
- Pupil's parents/legal representatives may justify an occasional exemption from a lesson but no longer than one week which means in classes 1-3 three lessons in a row; classes 4-7 two lessons in a row. After this period, a medical certificate must be presented for prolongation. The pupil must stay with his/her class.
- A medical certificate or written request from a pupil's parent/legal representative must be handed to the PE teacher by the pupil him/herself before the start of the lesson. This is also the case for outdoor lessons.
- In the interests of the pupil, the parents/legal representatives are requested to inform a PE teacher at the beginning of the academic year of any health problems, illnesses or accidents their child has sustained, or medical treatment s/he is undergoing, which might exempt the pupil from certain exercises.

### **IMPORTANT**

- The parents/legal representatives of the pupil take financial responsibility for any equipment damaged by improper usage by the pupil.
- The PE teacher will inform the pupils about these rules.
- Due to respiratory allergies, the use of aerosol deodorants is forbidden in the changing rooms.

### **FOR INFORMATION:**

Your child's name must be clearly marked on his/her T-shirt, sports shoes and training shoes, shorts, and K-way.