

Dear Parents,

For reasons of security and hygiene, the following instructions apply to P.E. lessons:

1. Pupils unaccompanied by a teacher do NOT have access to the gymnasium. They must wait outside the gym, in front of the entrance-hall. Punctual attendance is required.
2. For PE-lessons taking place INDOOR, the following clothing must be worn:
 - a. School Blue T-shirt with first name printed on the back
 - b. School's black sport shorts (name optional)
 - c. Indoor gym shoes (non marking)
Link web shop : <http://eeb4.be/en/node/120>
Shorts 6,5€ / T-shirt 14€ / Frais de livraison 4,95€
You will have to enter your child's first name, which will be printed on the t-shirt (printing name is mandatory) and short (printing name is optional). It is not allowed to use a nickname or anything other than the student's official first name. Any t-shirts (or shorts if you decided to print the name) with something other than their official first name will not be accepted, and will have to be re-purchased.
3. For PE-lessons taking place OUTDOOR, the following clothing must be worn:
 - a. Outdoor shoes
 - b. In case of cold or rain;
 - i. Tracksuit (can be purchased online but is not mandatory)
 - ii. K-way rain-jacket
4. Hygiene:
 - a. It is obligatory to change into fresh clothes after each sport lesson.
 - b. Pupils have the possibility to refresh/wash themselves in the changing rooms (sinks).
 - c. Pupils with long hair must always use a hair band.
5. In the changing room we kindly ask not to use deodorant sprays, only rollers or sticks. The use of deodorant is highly recommended.
6. Students are not allowed to listen to music or study during PE lessons even if they do not take an active part in a lesson. Also phones are not allowed during school time.
7. Pupils must bring to each and every lesson their complete PE outfit, together with their class diary. No equipment will result in loss of points (A-mark) and a task during the lesson.
8. Maintaining discipline is crucial for the proper functioning of the school, disciplinary measures will be undertaken according to the disciplinary routines: Any breach will be written in the student's class diary (lateness, missing equipment, bad behavior or language,...)

9. 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. When students are excused from PE, they must present themselves at the beginning of each lesson. The teacher will decide what to do with the student based on the individual case. Under no circumstances is the pupil allowed to leave the school premises.
10. To justify an occasional exemption from a lesson (no longer than one week), a written request must be presented in the pupil's class diary, signed and dated by the parents. This request must be handed to the teacher before the start of the lesson. The student must stay with his/her class. To abstain for a test students must produce a medical certificate to cover them.
11. Pupils are not permitted to wear necklaces, bracelets, watches etc. during PE lessons. PE teachers will not be responsible for lost or stolen items.
12. In the interests of the pupil, parents are asked to notify the teacher at the beginning of the school year of any health problems, illnesses or accidents their child has sustained, or medical treatment he/she is undergoing, which might exempt the pupil from certain exercises.
13. Notes and tests

Your child will receive A-grades based upon class work (including participation, motivation, punctuality and the right equipment and clothing) and B-grades based upon the sport tests. One overall grade will be given, with each A and B grade being taken into account (50%-50%). The school year is divided into six blocks of six weeks. The children have two or three hours of physical education per week. At the end of each block the students will be evaluated. For S4-S5-S6 these tests will be averaged out to a B-grade.

These regulations will be brought to the attention of pupils by their PE teacher.

Yours sincerely,

PE department

This form must be completed and signed by the parents and returned to the child's PE teacher.

Name of pupil:

Medical information:

Class:

Date:

Signature parent(s):