

# Frequently Asked Questions

## What is Off-Campus Physical Education?

Off-Campus Physical Education (OCPE) is an opportunity for **elite athletes** who are training at a highly intensive professional level to receive PE credit for their participation in the *individual sport* or *individual activity* in which they are training. These students are making a serious effort to develop higher-level skills in their specific activity that exceed what the campus can offer.

## When is Off-Campus Physical Education?

Students choose either the last period of the school day or the first period of the school day as their OCPE class. (Students are **not allowed to be on campus** during their OCPE hour).

## Who can participate?

Students in 6<sup>th</sup>-12<sup>th</sup> grade who qualify, apply online, and are approved by the OCPE department can participate in OCPE.

## How long is the approval for?

Students must apply annually for participation in OCPE. Students can also apply for one semester only.

## What sports qualify?

OCPE is an opportunity for **elite athletes** who are training at a highly intensive, professional level to receive PE credit for their participation in the *individual sport* or *individual activity* in which they are training. Not every sport qualifies for OCPE. Many individual sports may qualify, but OCPE is not offered for any sport offered at the campus. Examples of sports/activities that are currently approved include: dance, gymnastics, fencing, figure skating, martial arts, and swimming. CFISD provides a robust team sports program and therefore does not allow team sports for off-campus physical education.

## How can I qualify?

Provide documentation and/or verification to establish previous training. A student seeking acceptance in the program must have been a participant in a training facility for ten or more hours per week for two years prior to making application. Participate at one facility only. Students may not split off-campus pe training between multiple facilities.

Once in the program, the student must participate for a minimum of 15 hours per week of highly intensive, professional training under the supervision of the coach.

Students are expected to be present when the OCPE department makes intermittent, unscheduled visits to verify participation and attendance.

For a complete list of student qualifications, please contact the OCPE department at 281-897-4140 or 281-517-2802.

## Where can I train?

The off-campus physical education program is student-driven. Facility choice is parent/student decision. We do not provide a list of facilities, rather, the participant finds the best choice for his/her needs. The OCPE department will contact the facility to move the application process forward.

## How does a student apply?

The parent/student can request information from the school campus counselor or the OCPE department. The parent/student will be given an information sheet with a link to the online application. A letter from the coach verifying previous training, level of competition, and current training must be uploaded to the student application.

## When can I apply?

The online student application will be open mid-March through May 1 for OCPE participation the following school year. The online student application for OCPE participation in the second semester will be open from October 1 to November 1.

### **Once in the program, what is expected from the student?**

Students must train under the supervision of their coach for a minimum of 15 hours per week. The coach must be present at all times. Training hours do not include games, performances, competitions, tournaments, or travel time.

- Students can only participate **at one facility**. Students may not split off-campus pe training between multiple facilities.
- Students must be picked up at the beginning of the last period of the school day or enter at second period of the school day. (Students are **not allowed to be on campus** during their OCPE hour).
- Students may be removed from OCPE if the student is not attending the state required 15 hours per week.
- Students may be removed from OCPE if a student sustains an injury or has an extended illness resulting in more than a two week absence during the semester, due to the 90% attendance rule.
- If the student quits OCPE before the end of the semester, the student risks loss of PE credit.
- Students must notify the OCPE Department **before** a facility change is made. Students **may not** transfer to a non-approved facility.
- Students must notify the OCPE Department **if removed / dropped / dismissed from the approved facility** as this will result in being removed from OCPE.
- Students are responsible for ensuring the facility turns in attendance and grades to the OCPE Department on time.
- Students must have competition trip absences approved by the school **two weeks in advance** of the competition or performance. A competition trip request form will be provided to parents once a student has been approved for the OCPE program.
- Students must meet the registration deadline of **May 1** for the fall semester and **November 1** for the spring semester.
- CFISD is not responsible for payment or fees required by the training facility.

### **How does a facility become a part of the CFISD OCPE program?**

If a facility has a student who is interested in applying for OCPE, the coach should write a recommendation letter to the CFISD Off-Campus PE Department to be uploaded to the student's online application

This letter should:

- Be written on facility letterhead.
- Verify the number of years and number of hours per week they have trained at your facility.
- Verify the level of competition/ranking.
- Verify the number of hours per week the student will be training if accepted into the program.

Note: There is a 2 year, 10 hour per week prerequisite in order for a student to qualify for the OCPE program.

Once a student submits the application and meets the qualifications, the OCPE department contacts the facility to determine if they are willing to follow the CFISD guidelines for participation in OCPE. The facility coach completes the online application, provides coach credentials and pays an annual \$100 non-refundable/non-prorated facility fee.

Qualifications of Instructors: A list of qualifications and certifications for each instructor who will be training CFISD students in Off-Campus P.E. should be uploaded to the online facility application. The qualifications/certifications should indicate that the instructors are highly qualified to present Olympic-level instruction in their specific areas/fields. (Example: Resumé, Biography, Website info, etc...)

### **Once in the program, what is expected from the facility/coach?**

The coach must expect and provide Category I Training, which is a minimum of 15 hours per week of highly intensive professional training supervised by the coach.

Coaches should be present to supervise all training.

Training hours do not include games, performances, competitions, tournaments, or travel time.

Use of residential property for OCPE is strictly prohibited.

The coach must notify the CFISD OCPE Department immediately:

If a student drops or is removed from the facility program.

If a student has not fulfilled the 15 hour requirement.

If there is an injury or illness which affects the 90% attendance rule.

The coach must submit accurate reports: Facilities must keep accurate documentation and maintain contact with the parent and OCPE Department.

- The coach must submit an Individualized Training Schedule for each CFISD student and update the OCPE Department if there are any changes.
- Keep updated weekly attendance sheets for each CFISD student participating in the program.
- Individualized Training Schedule and Attendance Sheet will be provided to facilities.
- (Students will be expected to adhere to the Individualized Training Schedule and “sign in” as the OCPE Department makes unannounced site visits to monitor the program.)
- The coach must turn in grades, conduct and attendance to the CFISD Off-Campus PE Department on time each nine weeks.
  - Failure to report grades, conduct and attendance will result in being dropped from the program.
  - Parent contact must be made prior to giving a failing grade.
  - Notify the CFISD OCPE Department if a student's grade is in jeopardy.

The coach must provide an alternate plan for inclement weather (outdoor sports only).

Competition Trip absences must be requested and approved 2 weeks prior to the trip. Competition trip request forms will be provided to facilities.

CFISD is not responsible for any payment of fees.

CFISD is not responsible for behavior issues.

Facilities/coaches are responsible for adhering to the guidelines found in the Facility Packet provided to each facility annually.

**For information related to CFISD Off-Campus Physical Education, call (281) 897-4140**