

Highland Park High School
4220 Emerson
Dallas, TX 75205
Off-Campus Physical Activity Information Packet

PURPOSE

The purpose of the Off-Campus Physical Activity (OCPA) program offered by Highland Park High School (HPHS) is to accommodate students in 9th-12th grades who are making a serious effort to develop high-level capabilities and to allow them to be involved in an off-campus program that provides training exceeding that offered in the school district.

PROGRAM DESCRIPTION

The OCPA program is a cooperative arrangement between HPHS and a Texas Education Agency (TEA) approved off-campus sponsoring facility/provider. Activities are defined as those in which a student works with either a single coach/instructor or with a team coach/instructor at an approved agency during the regular school year.

GENERAL GUIDELINES AND PROCEDURES

1. Students must register for OCPA through online course registration and/or their counselor.
2. Current HPISD students must complete and submit for approval an OCPA application for the upcoming 2018-2019 school year, to HPHS Assistant Principal Troy Gray by June 20, 2018. No applications will be accepted after this date. The High School Application can be downloaded from the HS [website](#).
3. If accepted into OCPA, a \$150 yearly fee (\$75 per semester) is due August 10, 2018, and must be received by HPHS before OCPA can be added to a student's schedule. Fees will offset administrative costs of the program; i.e. HPISD staff visits to programs to assure the required TEA guidelines are being met and processing of grades, attendance and reports. A waiver may be granted to any student who demonstrates financial need.
4. Students new to HPISD must complete and submit an OCPA application and fee by 3:30 pm, August 17, 2018 for first semester, by January 8, 2019 for second semester, or on the first day of enrollment during the school year.
5. A participation log must be submitted each grading period. The due dates are listed on the participation log and coincide with the end of each six-weeks grading period during the school year.
 - a. Students applying for OCPA will be considered under two categories.
 - b. Students in Category I **MUST** have 15 hours per week. **10 hours must come from practice and/or training. The remaining 5 hours may come from games or competition.**
 - c. Students in Category II must have 5 hours per week. All 5 hours must come from practice and/or training, no hours may come from games or competition.
 - d. Participation logs must be submitted by 8 am on each due date. OCPA Instructors or students may submit participation logs to Grayson Wells through Google Classroom. Students who do not turn in their logs on time will have a grade of zero "0" on their report

- card until the log has been submitted and a grade change has taken place. Late logs will result in a grade reduction of 5 points per day.
- e. Failure to log the required number of hours each week will result in points being deducted from the student's grade.
 - f. It is the responsibility of the instructor and student to complete and submit the Participation Log correctly with date, time, tallied hours per week, and the instructor's email.
6. Students who become injured and cannot participate in their activity at any point during the semester, must submit a doctor's note to Coach Grayson Wells or Assistant Principal Troy Gray. Injury must be noted on participation logs.
 7. Hours must be documented for **all weeks** during each semester. Fall semester begins Aug. 23 and runs through Dec. 21, 2018. Spring semester begins Jan. 8 and runs through May 31, 2019.
 8. Participation logs must be submitted electronically through Google Classroom. All participation logs are due by 8:00 AM on the last day of the six week marking period.
 9. Logs can be downloaded from the Highland Park High School [website](#). It is the responsibility of the student and parent to assure Participation Logs are submitted by their OCPA instructor by each due date of every grading period.
 10. Random compliance checks will be made with coaches/instructors.
 11. Students may not participate in the OCPA program if the sport is offered as part of the HPHS curriculum, unless the student is cut after having tried out, or not placed on a team. After a third year of unsuccessful tryouts, the student will have already fulfilled the state P.E. requirement and will not be permitted to apply for OCPA.
 12. Per HPISD Athletic Department, students currently on a school sports team are not permitted to transfer from athletics to OCPA during the school year.
 13. Students will receive a maximum of one-half (.5) credit per semester. (Confirm with your school counselor regarding PE credit requirements.)
 14. 12th grade students who have earned PE credit are not permitted to participate in OCPA for the first time during their 12th grade year.
 15. Students may not be enrolled in OCPA and any other general Physical Education class or Physical Education substitution (Athletics) at the same time. This is in accordance with how the TEA allows us to award PE Waiver credit and is aligned with HPHS's Academic Planning Guide (APG).
 16. **OCPA is a credit and grade earning class. All HPISD policies contribute to the grade earned. It is the student's responsibility to check that there is a grade for each 6 weeks.**

NOTICE TO PARENT: If you have questions regarding the feasibility of OCPA working with your child's schedule and/or the impact it will have on his/her graduation plan, please contact your child's guidance counselor. Upon approval of the OCPA application, the campus guidance counselor will be notified.

CATEGORIES

Category I - (Olympic Type/National Level): High School students approved for Category I level may earn 1.0 credit for high school graduation physical education requirement and up to 3.0 for the state elective credits. Participation and/or competition include a minimum of 15 hours per week of highly intensive, professional, supervised training. The training facility, instructors, and the activities involved in the program must be certified by the superintendent to be of exceptional quality. Students qualifying and participating at this level may be dismissed from school one hour per day (typically 8th period) and may not miss any class other than physical education. In the event a Category I OCPA student is absent from school (a maximum of five school days per school year) due to state and national competition, the District shall make no distinction between absences for UIL activities and absences for Category I OCPA activities.

Category II - High School students approved for Category II level may earn 0.5 credits per semester for a total of 1.0 credit (2 semesters) toward their high school graduation physical education requirement. Participation includes a minimum of 5 hours per week at a private or commercially-sponsored agency that provides physical activities which include those certified by the superintendent to be of high quality and well supervised by appropriately trained instructors. Students certified to participate at this level may not be dismissed from any part of the regular school day.

Examples of approved activities by category

Category I or Category II	9 th -period Category II Only
Archery	Boxing
Competitive Ballet	Competitive Cheer
Competitive Shooting	CrossFit™
Crew	Dance/Theatrical
Equestrian	Karate
Fencing	Kickboxing
Field Hockey – 1 st sem. only	Mixed Martial Arts
Figure Skating	Rock Climbing
Ice Hockey	Ultimate Frisbee
Lacrosse – 2 nd sem. only	
Olympic Weightlifting	
Polo	

HPHS reserves the right to approve or deny any activities not listed as appropriate when submitted for approval. HPISD is granted a waiver by TEA allowing the district to award PE waiver credit and is aligned with the HPHS APG. In order for a waiver to be granted, HPISD will follow the guidelines set by the law as stated in Texas Administrative Code (TAC) §74.11(d)(7)(C). The term “appropriate” implies, **the substitute activity is in congruence with the Physical Education Texas Essential Knowledge and Skills (TEKS) as closely as possible, if not above, and beyond the rigor of the standards.**

Off-Campus Physical Activity (OCPA) Application

TO BE COMPLETED BY STUDENT/PARENT (PLEASE PRINT)

** All information below must be filled in completely for the application to be processed.**

Student Name _____ ID # _____ Grade _____

Student Telephone _____ E-mail _____

I am applying for OCPA in the following activity/sport _____

I am applying for: Semester 1 Semester 2 Both Semesters

Category I (15 HRS/WK) Typically 8th period. Requests for 1st period must be submitted to Mr. Gray with justification for the request, and will be handled individually.

Category II (5 HRS/WK) Student will be scheduled as a 9th period.

Name of facility or organization _____

Name of Coach/Instructor _____

Coach/Instructor's Telephone _____ E-mail _____

Coach/Instructor's Signature _____

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TO BE COMPLETED BY STUDENT AND PARENT:

PARENT PERMISSION I have carefully read the guidelines for the OCPA Program and I agree to comply with those regulations. I hereby release the Highland Park Independent School District, its employees, agents, and its Board of Trustees, from all claims or liability in any way attributable to this program including all travel to, from, and during the program. I also understand that all liability in case of accident or hospitalization is the responsibility of the parent, the private instructor or the commercial school/agency. The Highland Park Independent School District is not responsible for accident or hospitalization insurance. I understand that the Highland Park Independent School District has no control over the daily activities of the program, the quality of the program, or qualifications of the instructor of the program. Highland Park Independent School District does not perform criminal background checks on the OCPA instructors.

My child _____ has permission to

participate in OCPA at _____

Name of Sport/Activity Facility/Practice Field

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____