

Berlin, August 2025

## **General procedures of instruction in the sport department**

At the beginning of each semester students are informed about basic rules (i.e. course contents, grading, attendance, proper sport clothes, behavior, emergency exits, procedures in case of an emergency, chewing gum procedure, no-dunking-rule, valuables, punctuality,...)

Students are marked tardy when they arrive later than 3 minutes after the class has started.

For any type of activity, instruction and Intramurals students have to get changed in proper sport clothes that includes clean sport shoes, shorts/sweatpants and T-shirts/sweatshirts. Practical, modest, and inclusive sportswear create an environment that prioritizes the educational goals of sports classes.

Functional sports clothes should emphasize the importance of:

**Safety:** Sports clothing should minimize the risk of injuries, avoiding loose or overly tight clothing to prevent accidents or discomfort.

**Practicality:** Clothing should suit the range of activities allowing students to participate in and adapt to varying weather conditions.

**Inclusivity:** Sportswear should cater to all genders and body types which respects cultural and individual preferences while still being functional in sports.

No watches, no jewelry! Students are responsible for their own property.

Improper use of emergency doors to or from the sport class is not allowed. Sport Teachers will write a Misconduct Report for a HS student violating this rule, students of the ES should be taken to the principal.

Attendance will be taken at the beginning of each class. Students not participating must remain with the class (exceptions possible).

Students who cannot participate in sport class due to medical reasons must bring a note (within a three-day time frame but preferably on that particular day):

- a parent's note is good for three classes (reason to be accepted by the teacher)
- a doctor's note is good up to four weeks
- over four weeks a visit to the school doctor may be requested by the school administration

Students will be graded along with their performance in the four areas *skills* and *skill improvement* (50%), *active participation* and *social behaviour* (50%).