



ADMINISTRATIVE PROCEDURE

CATEGORY: Instruction, Testing

SUBJECT: California Physical Fitness Test

A. PURPOSE AND SCOPE

1. To outline administrative procedures governing administration of the California Physical Fitness Test (PFT).
2. **Related Procedures:**
K-12 Physical Education 4179

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy F-8000; California Education Code §§51222, 51241(b)(1), 60602.5 *et seq.* and 60800; California Code of Regulations, Title 5, Article 3.1, §10060.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Physical Education, Health, and Athletics Department. Questions about interpretation of tests, answer sheets, data collection, and test results should be directed to Assessment Services.
2. **Purpose and use.**
 - a. To make the individual student aware of his/her physical body and its potential, as the student develops and maintains physical fitness.
 - b. To provide information that allows teachers to design the curriculum for physical education.
 - c. To allow parents and guardians to understand their children's fitness levels as they relate to the Healthy Fitness Zones (Aerobic Capacity, Abdominal Strength and Endurance, Upper Body Strength and Endurance, Body Composition, Trunk Extensor Strength, and Flexibility) on the state-mandated physical fitness test.
 - d. To encourage students to plan and assess personal fitness programs.
 - e. To provide results in the six fitness areas or zones.
3. **Spring testing.** During March, April, or May, the state-mandated FITNESSGRAM® must be administered to all Grade 5, 7, and 9 students in physical education, including all students in Marching Band, JROTC and cheerleading. Assessment Services notifies schools via Administrative Circular of the specific dates for testing and provides specific information related to waiving students from testing. Assessment Services may schedule an additional fall testing window for Grade 10-12 students.
4. **Physical Fitness Test (PFT).** California Education Code requires that students complete four years of physical education in high school and that they meet the passing requirement for the state-mandated Physical Fitness Test (PFT), also known as the FITNESSGRAM®. To meet district graduation requirements, students must complete a minimum of two years of high school physical education as detailed in the board-approved *Course of Study TK-12*.

5. **Physical Education waiver.** California Education Code §51241(b)(1) permits school district boards of education to grant students in Grades 10-12 who have satisfactorily met at least five of the six standards of the state-mandated physical fitness test administered in Grade 9, the option of a waiver from courses in physical education for two years any time during Grades 10-12, inclusive.

A student may exercise this option only after the school has received PFT results from Assessment Services, indicating that the student has scored satisfactorily in at least five of the six Healthy Fitness Zones. A completed Physical Education Waiver form (Attachment 1) validates and records the student's choice to exercise the waiver option.

- a. The physical education teacher is to meet with all students who scored satisfactorily on the PFT and explain the Physical Education Waiver form (Attachment 1) and review options.
 - b. Students who choose the exemption option are to retain a signed copy of the waiver form and the school is to place the original in the student's cumulative file.
6. **Physical Fitness.** It is recommended that physical fitness instruction and activities be embedded in the curriculum for all students during regular physical education periods throughout the school year. Commencing early in the school year, students to be tested should receive sufficient practice and preparation to acquaint them with test items and proper techniques critical to their success.

D. IMPLEMENTATION

1. **Test administration.**
 - a. District physical education resource teachers provide professional development for and assistance to teachers.
 - b. Physical education teachers and approved district employees may administer the physical fitness test.
 - c. Assessment Services sends a Physical Fitness Circular with instructions to site testing coordinators/site principals in all schools serving Grades 5, 7, and 9 students.
 - d. Based on instructions in the Assessment Services Circular, the site designee communicates any unusual situations or circumstances encountered while administering the test.
 - e. Secondary school principals arrange for the schools' physical education department heads to supervise administration of tests.
2. **Reporting results.** Assessment Services submits results to the State Department of Education, as required, and sends results to sites. Sites provide students with their individual results. Schools report the summary of the PFT in their annual School Accountability Report Cards.
3. Physical Education is a four-year California state high school requirement.

4. Students are required to pass the physical fitness test to be eligible for a two-year physical education waiver.
5. The physical fitness test standards are met when a student satisfactorily performs in five of the six Healthy Fitness Zones.
6. Students who do not meet PFT standards must be enrolled in and participate in physical education until they meet the state proficiency standards.

E. FORMS AND AUXILIARY REFERENCES

1. Instructions for Administering the FITNESSGRAM® (Included in administration kits supplied by Assessment Services)
2. District Physical Education Waiver form (Attachment 1)

F. REPORTS AND RECORDS

G. APPROVED BY



General Counsel, Legal Services
As to form and legality

H. ISSUED BY



Chief of Staff