

<b>Routing:</b> All Administrators Principals Associate Principals Area Superintendents Physical Education Teachers	<b>SITE OPERATIONS  BULLETIN</b>  <b>School Year 2024-2025</b>	<b>BULLETIN  NUMBER: 127</b>  <b>DATE:</b> August 2, 2024  <b>DUE DATE:</b> <b>Before students enter  any body of water</b>
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**Title:** SCHOOL AQUATICS PROGRAMS

**Issuing Department:** PE, Health & Athletics, Office of Graduation

**Reference:** [Administrative Procedure \(AP\) 4178](#), [Attachment 1](#)- Aquatics Activity Plan, [Attachment 2](#)- Medical History Form English Version, [Attachment 2](#)- Medical History Form Spanish Version

**Summary:** AP 4178 requires an Aquatics Activity Plan be filled out by the school site, submitted to the Area Superintendent for review and approval and on file in the PE, Health & Athletics Office prior to students entering water.

**Brief Explanation:**

The school Principal and/or their designee(s) is required to annually engage in the development of the Aquatics Activity Plan to ensure a safe and secure learning environment for students.

The Aquatics Activity Plan consists of three (3) parts:

- Part One: Review [AP 4178](#).
- Part Two: Utilize the information in AP 4178 to complete the [Aquatics Activity Plan](#) (here is a [Sample Plan](#)), including the required initials and signatures of the Principal (a signature & initials are required on page 1 and a signature is required on page 2), Area Superintendent, and PE, Health & Athletics Director.
  - For any employees that need to be certified in CPR or need the Water Safety Instructor (WSI) qualification, Kevin Smith is pre-approved by the district to provide these services at a cost and can be contacted via email at [kssmith73@gmail.com](mailto:kssmith73@gmail.com) or by phone at 619-241-9870 ([Board Approved Agreement](#)).
- Part Three: Completion of the [Medical History Form](#)- English Version, [Medical History Form](#)- Spanish Version, by parent/guardian.

Please note that there is a district pool available for use ([Information](#) & [Flyer](#)).

**Steps to Complete Prior to Swim Lessons Commence:**

- Step 1: Locate a pool ([Map of Schools and Pools](#)) and contact the Pool Manager to set up and schedule swim lessons for students.
- Step 2: Complete this [District RDP Form](#) and then apply for a Grant from the Prevent Drowning Foundation ([Application](#)).
- Step 3: Fill out necessary forms:
  - [Aquatics Activity Plan](#) (here is a [Sample Plan](#) to hopefully assist, please note the two (2) sets of Principal signatures on page 1 & 2 and the one (1) set of Principal initials on the bottom of the first page)
  - [Medical History Form](#)- English Version, [Medical History Form](#)- Spanish Version
- Step 4: Transportation is currently not being funded by the district (\$264 per bus/day). Secondary options currently available include pre-approved fundraising, parent/guardian volunteers and walking if feasible.
- Resources:
  - San Diego Unified Physical Education Swim and Aquatics ([Website](#))
  - Aquatics Resources ([Google Folder](#))

For more information about this bulletin, contact:

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