

LATE WORK POLICY

If a student is in class when the assignment is given and does not return it on time, the assignment is considered late. There will be a **20% deduction** from the final mark for any assignment handed in late. All late work will be due a week before the end of the nine weeks.

Some assignments, such as "deadline" grades, cannot be handed in late. Additionally, students will not receive credit for these types of assignments.

If your student claims to have turned in an assignment, but it still appears as a zero in PowerSchool, please note that grading current assignments is my priority, and late work will be addressed next. However, to keep you updated, I will record the assignment as collected, although marked late. When in doubt, don't hesitate to email me for verification.

ASSIGNMENT CORRECTIONS AND TEST RETAKE POLICIES

Corrections and test retakes are determined at the teacher's discretion. If students are allowed to retake a test, they will have review activities or lessons to do before the retake.

ABSENT WORK POLICY (per the student handbook)

Excused Absence = For each day the student is absent, he/she will have **two days** to make up the work. If the assignment is not handed in within "two days," it is considered late (refer to the late work policy). The **student must obtain any** missing assignments from the teacher.

Unexcused Absence = Credit **will not be given** for missed assignments without the **approval** of the administration.

