

POLICY: STUDENT TESTS, ASSIGNMENTS AND HOMEWORK

TESTS/MAJOR ASSIGNMENTS/SCIENCE LABS

If a student misses a major assessment, a note of explanation from the parents or guardian must be provided to the subject teacher immediately upon his/her return to class. If the reason is deemed to be valid, either this assessment will not be counted for the student's evaluation or the student will be provided with an appropriate assessment. Unexcused absences will result in a student being assigned a zero for that particular assessment.

If a student misses more than one major assessment with a valid reason, the teacher may add the value of that assessment to a mid-year or final examination.

If a student misses an assessment for a school sponsored activity and the assessment was an out of class project, it is the responsibility of the student to ensure the assessment be handed in before the due date or alternate arrangements be made with the teacher in advance. If the assessment is a test, it is the responsibility of the student to make arrangements with the teacher to write the test; these arrangements must be made as soon as the test date is announced.

If students miss for this reason, they always know they are going. It should be a student's responsibility to contact the subject teacher in advance if evaluation in is question when the school sponsored activity is happening.

At the end of the year, the lowest mark for the year will be dropped provided the student writes all the major assessments*. This policy does not apply if a student misses at least one major assessment/test. In this instance, the dropped mark will be one of the missed assessments.

* NOTE: Due to the unique nature of some courses, teachers may not be able to drop the lowest mark in a category for evaluation purposes.

WRITTEN ASSIGNMENTS

All students are expected to submit written assignments/reports on the due date assigned by the subject teacher. If the report is not submitted on the due date, the student will be penalized for lateness. The penalty will be a standard deduction of 15% off the mark achieved. The student then has three school days to complete the assignment. After a third day, a zero will be assigned for the assignment in question.

Due to certain special circumstances, this penalty will be waived if the parent or guardian provides a valid explanation to the subject teacher. If this is the case, a new deadline will be established for this student. This new deadline must be met otherwise a zero will be assigned for the assignment in question.

HOMEWORK

Homework is an important component of the coursework in most senior high school courses. Due dates and penalties for work not submitted will be left to the discretion of the subject teacher.