

September 6, 2016

Dear Parents and Guardians,

Welcome back! We are excited to begin the new school year. In order to ensure academic success for our 7th and 8th graders and properly prepare them for high school, the junior high teaching team will be implementing some new policies this year. These policies and expectations will be consistent throughout the junior high team. We want our students to expect the best of themselves and strive to reach all their academic goals. Please review these policies with your student, sign, and return.

Junior High Classwork and Homework Policy

- All classwork and homework should be done in **blue or black ink only**, including tests and quizzes with the only exception being Math. All Math work should be done in pencil **ONLY**.
- Students will have homework every night.
- All homework assignments unless otherwise stated will be due the following school day during the class in which it was assigned.
- Homework left in lockers, backpacks, homeroom, or at home will be considered **LATE**.
- **Graded assignments turned in on the day and during the class it is due will receive 100%. Graded assignments turned in after class on the day it is due will receive a 10 point penalty. Assignments received 1 day late will receive 80% and 2 days late will receive 70%. Any work passed in after this period will receive no credit.**
- **Pass/Fail homework will be a zero if not turned in during the class time in which it was due.**
- **Teachers will not offer any extra credit work to replace any incomplete or missing work.**
- Projects must be handed in on time to the teacher that assigned the project.
- If the project is late there will be a 10 point penalty for each day the project is late.
- **For the homework absentee policy please see page 10 in the handbook.**
- In order to avoid interrupting student learning, tests and quizzes must be made up after school. The student is responsible for making an appointment with the teacher to make up any exams due to absence as soon as possible, failure to do so will result in a zero.
- **Students are expected to keep all exams and quizzes to use to prepare midterm and final exams.**

We have determined that handing in makeup work or an assessment at the end of the quarter is a disservice to the student. Primarily because the skills they are learning should be practiced immediately following the lesson in order to achieve the most academic success. Making up a quiz or test weeks after a unit is completed does not benefit the student's learning or provide the teacher with the most accurate summative assessment.

Student signature _____ Parent signature _____