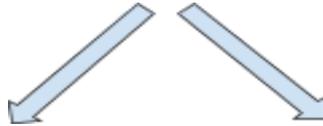


F.F.S.S LATE AND MISSED ASSESSMENT POLICY

Refers to all summative tasks of product (tests, lab report, assignments), observation, and conversation

STAGE 1 - MISSED SCHEDULED SUBMISSION/ASSESSMENT DATE

- Renegotiated due date is the next day unless alternative arrangements have been made in advance by the student with the classroom teacher (includes submission of work electronically or at school, oral tasks, and tests)
- Up to 10% reduction for students in Grade 11 and 12 courses (all pathways) for unexplained absences
- IEP accommodations are still in place



STAGE 2 - COURSE WORK NOT SUBMITTED BY RENEGOTIATED DATE

- Parent/guardians will be contacted and then referred to your VP
- If student is involved with extracurricular activities - lose eligibility until the assignment is submitted
- Late course work is referred to VP
 - Student is to work on the task until contacted by their VP
 - All further discussions and decisions will be made with VP
- VP will meet with student, form a plan, and contact home
 - If no work is submitted to the VP by the 2nd renegotiated date, a mark of "O" or other consequence will be assigned by the VP
 - VP will notify teacher with work or consequence

STAGE 2 - COURSE TEST ABSENT ON RENEGOTIATED DATE

- If student is involved with extracurricular activities - lose eligibility until the test has been completed
- Missed test is referred to VP directly with a copy of the test to be competed
 - All further discussions and decisions will be made with their VP
 - If the test is not completed on the 2nd renegotiated date, a mark of "O" or other consequence will be assigned by the VP
 - VP will notify the teacher with the test or consequence

- Summative observation and conversation assessments refers to those when a specific date has been assigned to a student from the classroom teacher for a presentation, conference, skills assessment, etc.
- Missed quizzes will be monitored and tracked by the classroom teacher and will involve communication with the parents.
- Incomplete formative tasks (assignments, quizzes, check-ins) will be monitored and tracked by the classroom teacher and will involve communication with the parents.