

BRHS POLICY FOR MISSED TESTS AND ASSIGNMENTS

A subject area teacher is in the best position to discuss student issue (s) as they are most familiar with the student's status, progress and struggles. Keeping an open line of communication with students and their parents/guardians will ensure all students are successful and relationship are built.

If a student does not complete his/her homework, does not hand in an assignment on the due date, misses a test or quiz, teachers are expected to follow the BRHS pyramid of interventions:

- Keep the student with them at lunch time until the students has completed the assigned work or assessment. This may include more than one lunch time support session.
- Sign the students into the Academic and Behavior Support Room and the student will attend the support room until the missed work or assessment is complete.
- If this becomes a chronic behavior for the student, subject teachers are expected to contact parents/guardians as soon as possible regarding missed test and/or assignments. Log your contacts in the journal that was provided to you.
- Subject teachers are expected to contact parents/guardians as soon as a student's mark falls below 65%. Log your contacts into your journal.
- Subject teachers are required to enter marks and update Power School at a minimum of every pay week (pay and post).
- If a student is assigned to the Academic and Behavior Support Room and is absent the day they are assigned to attend they will come the next day.
- If a student chooses (including forgets) not to come in to the Academic and Behavior Support Room, they will be assigned an additional session.
- If a students is assigned to the Academic and Behavior Support Room and they were already signed up for that day, they will be signed up for the next day they are not assigned to the room.
- If a student does not adhere to the assigned intervention they will receive an In-school Suspension with contact home from administration.
- A student assigned to the Academic and Behavior Support Room on a repeated basis will be assigned an in-school suspension and parents/guardians will be contacted by administration

At no time will marks be awarded or deducted for a student's behavior. A students Academic standing is based on Observations, Conversations and Products not on their behavior.