Mrs. Gamble's Absent and Late Work Policy

Dear students,

This is a friendly reminder of my absent and late work policy.

Absent Work

As per district standards, students will receive twice the number of school days that they were absent from when they return to school, including the day they return to school, to complete and return late work to their teachers. For example, a student absent for 2 days would have 4 school days (not including weekends or holidays) including the day that they return to school to complete and submit their work to me for credit before the late work policy below kicks in. **_Students_** bear the responsibility of getting their absent work in a timely manner from their instructor.

Late Work

In order to receive full credit on an assignment (with the exception of absences as explained above) the student will have to submit their work by the deadline announced and/or posted on the board. Additionally, I the Remind App system has been set up for this class to provide additional and timely reminders. Students and parents can register for classroom reminders via this app. These reminders will focus on homework deadlines and exam/quiz dates. Instructions for classwork will be provided clearly in class each day. More information will be given when the app is set up.

Past the due date, assignments will receive a 10% deduction from the student's total score for each school day past the due date as detailed below. For example, a student who earns an 80% on an assignment but turns it in 5 or more days late will receive a 30% on the assignment.

Early/On Time	1 Day Late	2 Days Late	3 Days Late	4 Days Late	5 or More Days Late
100% of score	-10%	-20%	-30%	-40%	-50%

Your signature below indicates that you understand the above absent/late work policy, agree to abide by it, and agree to provide the extra copy provided to you to your parent or guardian for their inspection.

Please feel free to contact me at gambleb@leonschools.net if you have any questions or concerns.

Full Name: _____

Student Signature: _____Date: _____

Parent Signature : _____ Date: _____