

MAKEUP WORK

1. Makeup work privileges are allowed for excused absences.

It is the responsibility of the student to see that assignments missed during absence from school be made up by required deadlines. The normal length of time allowed for makeup when a student is absent from school is two (2) days for every day missed. Students should consult their individual teachers for makeup deadlines.

2. Makeup privileges are allowed for approved business absences.

For absences which are unexcused such as work, out-of-town, or other approved business reasons, students must make up tests and assignments the day they come back to school, if the teacher requests such. (In case of emergency type of unexcused absence, the administration will work with the teacher and student on makeup work.)

3. No makeup credit is allowed for truancies.

Makeup Procedure for Suspended Students:

Makeup of work for credit privileges for any forced suspension may be granted under the following guidelines. If guidelines are not followed, the suspended student will be give zero (0) credit for each day of suspension period.

1. Suspended students must use their own initiative to see that they get assignments and keep up with their work or they may hire a tutor to supervise studies and lessons during the suspension period. Any tutor must be approved by the school administration.*
2. Tutor must get assignments, etc., from the student's regular classroom teacher.
3. Makeup work must be turned in to the regular classroom teacher at the end of the suspension period plus one (1) week in order to receive credit.

*A list of approved tutors will be on file in the administrative offices of each attendance center of the district.

Special Note:

No credit will be given for classes or assignments missed during any period of expulsion from school.

Approved: Feb. 11, 1985
Reviewed: Aug. 24, 2005
Revised: _____