

HOMEWORK REQUESTS

Students are allowed one day to make up homework for each day of an excused/validated absence. Generally if a student is absent for one day, the student may obtain the missed work when he/she returns to class. If a student is absent for 3 or more days:

The student or parent will contact the teacher directly either by e mail or by telephone. The e mail addresses of the teachers are listed on the school web page. The voice mail numbers may be obtained by calling the receptionist at 377-1400.

Pre Arranged Absences

In the case of a pre-arranged absence (i.e. family trip), parents must contact the attendance office to fill out the proper form. Students must contact their teachers prior to the pre-arranged absence for their homework.

Mid Terms and Final Exams

Mid-term and final exams are not given in advance. If a student misses a mid-term or final exam, it is the student's responsibility to make arrangements with the teacher to make up the exam upon the student's return to school.