

## **Late or Missing Assignments**

If a student fails to hand in a major graded homework assignment (essay, report, project, etc), she will lose a letter grade for that assignment for each day that it is late. She will be notified *once* by the teacher that the assignment is missing, and will then need to take responsibility for completing and turning it in.

If a student fails to turn in a minor pass/fail assignment which will be reviewed in class on its due date (such as a grammar page or group literature response), she will receive a "0" for that assignment. Failure to do a reading assignment can also result in a "0" on a reading quiz the following day. These minor assignments may not seem very important, but a pattern of failure to complete them can significantly and negatively impact a student's grade for the term.

In addition to grade reductions for late and missing work, a student will be required to attend study hall (see below).

If a student fails to hand in completed homework ten times in a marking period (in all classes, collectively), her homework issues will be referred to the director who will enter the student into a tracking system with escalating consequences. The homeroom teacher and director will keep in close contact with parents concerning the situation. A clean slate will begin with each new term.

Under special circumstances, a parent may ask a teacher to allow an extra day for a student to complete a graded assignment. In that case, a student will not be penalized for lateness. We request that parents be conservative in exercising this privilege.

## **Study Hall**

If a student comes to class unprepared with either needed materials or assigned homework, she will be required to attend study hall for thirty minutes in the computer lab after school the following day. She may also be required to attend study hall if she has missed two or more consecutive days of school, so that she and her teachers may go over any missed work or complete make-up quizzes. Parents will be notified of study halls by e-mail.

## **Lateness to School**

To be considered "on time" to school, a student must be seated by the 8:00 bell, *ready for the day to begin*. This means students need to arrive at school early enough to put coats and backpacks in lockers, and get organized for their day before 8:00 am. This may also include printing a typed assignment if the student is unable to do so at home.

When a student has been late to school more than three times in a term, it is considered a *pattern of lateness*, and each subsequent lateness will result in a detention. A clean slate will begin with the next term.

A parent may ask a teacher to excuse a student's lateness due to extenuating circumstances (such as lateness caused by car trouble). In that case, the student will be marked late, but not penalized. We request that parents be conservative in exercising this privilege.

## **Dress Code Infractions**

Students who choose not to follow the school dress code will receive the consequences laid out in the BACS Parent Handbook. The first three infractions of any kind result in detentions. Subsequent infractions are referred to the director for escalating consequences.

## **Detention**

If a student's behavior breaks any established school rules, is disruptive to the school environment, or is disrespectful to the teacher or fellow students, she will serve detention for thirty minutes in the pastors' office conference room after school the following day. Parents will be notified of infractions by e-mail.

If a student receives more than one detention in a day, she will serve them on consecutive days. Three or more detentions in a five-day period result in an in-school suspension. An on-going pattern of detentions will result in escalating consequences with the director.