



St. Maria Goretti Catholic School Middle School Absence Policy

Updated August 2019

It happens. Use the guide below to find out how to make up what you missed.

If you are sick...

1. Check teacher websites, email teacher or check homework sheet to find out exactly what we are doing.
2. If it is a discussion, writing assignment or simulation, you can do this from home. If it is a lab or in class project, you cannot.
3. **At the very least, read the website or homework sheet to find out what it is that you missed.**
4. If an assignment was due the day you are sick: turn it in the day **after** you return for full credit.
5. If an assignment is due the day you return: you have the amount of days missed to finish the assignment for full credit, one day for each day you were absent. (talk to your teacher for extended time if needed)
6. If you missed a quiz or test: email. You will not take it the day you return (unless you really want to.) Understand that your teammates will not receive their quizzes / tests back until you finish the assessment.
7. Communication is key. **Send us an email by 4pm.** Check for our response. We hope you feel better!

If you are gone for an extended (1 week or more) holiday....

1. What a great opportunity! We expect you to embrace it by learning as much as possible.
2. As soon as you know dates, come talk to us before/after school and have dates written down.
3. You will be expected to know the material missed when you were gone, that may mean having to do extra work outside of school or before or after school with a teacher.
4. If you miss a quiz/test, it is your responsibility to communicate with us about when you would like to make up this assessment. If you fail to do so, you choose to receive a zero for the assessment.

If you are gone for a couple of days due to sports or a family visit...

1. School is important but so is family and extracurriculars. We get that. By choosing to miss school for these events, you are sacrificing some of your learning. You will have access to everything we did in class, **but it is up to you to access it.**
2. If you would like to make up a lab or class activity for credit, you must email us and tell us what day after school works best. **If you schedule a makeup time and fail to show-up**, you will receive a zero for that activity.
3. If you miss a quiz or test, you are expected to make it up when you return. It is your responsibility to communicate with us about when you would like to make up this assessment. If you fail to do so, you choose to receive a zero for the assessment.
4. A big difference from middle school is that we will not follow you around and remind you of missing assignments. Check our website on your own. Check Teacherease. It's so easy.

If you are gone due to illness of a family member...

1. Please let your teacher know as soon as possible and work out a plan when you return.



St. Maria Goretti

Catholic School

Absence Policy

I have read the expectations about planned and unplanned absences above. If I have any questions, I will contact my middle school teachers. I understand the requirements and accept responsibility for my absences. If I fail to do so, I understand the consequences.

Student Name (printed)

Student Signature

Date

Parent Signature

Date