

BHCS Late Work Policy – Year 7-10

PURPOSE

It is important that students learn to be punctual with handing in their work. It sets them up with the right habits for not just the workforce, but also for life.

Submitting work late without a legitimate reason carries with it consequences. These consequences have a direct impact on the student's final results for assignments if these are not handed in by the due date.

CONSEQUENCES OF LATE SUBMISSIONS

Students that hand work in late will lose 10% each day. If the work has still not been handed in after one week (5 teaching days) the best the student can get is an 'E' should the work be of an acceptable standard and an 'F' if it is not.

If a student gets a grade below 40% percent and they are permitted to re-take the assessment, the most they can achieve for that assessment is a grade of 40%, not their reattempted grade.

There will obviously be some teacher discretion when students are sick etc. Should students feel they are unable to submit the work by the due date, they are encouraged to speak to their teacher before the due date to ask for an extension.

STUDENT RESPONSIBILITIES

1. Have a diary (paper or digital) available for each class (excluding PE).
2. When you are given assignments, write the due date in your diary, along with reminders in the days and weeks leading up to the due date.
3. If you lose your assignment sheet. Request a replacement from the teacher and/or check Google Classroom for copies.
4. If you are having trouble getting your work in by the due date, see your teacher before it is due in, to ask for an extension*.

***NOTE:** It is your responsibility to ensure that work is handed in on time. It is not the teacher's responsibility to consistently chase you and remind you that work has not been handed in.