

Memorial Jr. High School

Request for Make Up Work Policy



When a student is absent from school due to **illness/injury**, the following policy occurs when a parent request make up work:

Day 1 child can make up work upon his/her return to school

Day 2 child can make up work upon his/her return to school

Day 3+ a request is sent to teachers requesting make up

Make up work is due in direct relation to the number of days out of school up to 5 days. Credit will be granted for make up work.

If a student is **suspended** from school:

Day 1 child can make up work upon his/her return to school

Day 2 child can make up work upon his/her return to school

Day 3+ a request is sent to teachers requesting make up

5 Days or more an office request is automatically given to teachers and work is to be placed in the main office bin.

Students returning from a lengthy absence, suspension or expulsion are placed in SMR room for a **transition day**. This gives students the opportunity to get caught up on work before returning to classes the next day.

See **pages 21-22** of the student handbook for more information.