



SCA SCHOOL-WIDE FINAL ASSESSMENT DEADLINE

- If an assignment is to be completed in class (in-class assignment), it will be due at the end of the class and no additional time will be considered unless the student is excused.
- If time outside of class is allowed for the completion of the assignment, it is due when the teacher indicates. In some circumstances students may benefit from having additional time. The late assignment deadlines are shown below:

Assessment Deadlines

Semester One

Thursday, September 28
Thursday, October 12
Thursday, October 26
Monday, November 6
Thursday, November 23
Thursday, December 7
Thursday, December 21
Thursday, January 18

Semester Two

Thursday, February 22
Thursday, March 8
Thursday, March 29
Monday, April 09
Thursday, April 26
Thursday, May 10
Thursday, May 24
Thursday, June 7

Teachers will enter zeros OR NHI (Not Handed In) for all assessments that are not passed in on the actual due date. If the assessment is passed in within the late assessment period, it will be evaluated and the appropriate score will be entered to replace the zero or NHI. No extensions will be given beyond the deadlines.

Teacher Checklist:

- Teacher enters the assignment in Powerschool the day it is assigned to students.
- Teacher provides a hand out of the assignment with outcomes attached.
- Teacher must enter a NHI (Not Handed In) or 0 the day the assessment is due (THE ACTUAL DUE DATE). This shows student, parent and admin that the assignment is not passed in.
- Teacher contacts parent by email or phone to tell the parent/guardian the assignment is now overdue and indicate the final assessment deadline
- Students must have a minimum 48 hours extension. (If an assignment is due within 48 of a final assessment deadline date – the assignment extension becomes the next due date.)

Parents/guardians will be notified as soon as possible that an assignment has not submitted. Parents/guardians have a minimum 48 hour notice before the final assessment **deadline date**.

***NOTE:**

- Students who are absent on a final assessment deadline date and do not hand in assessments by the final assessment deadline date WILL NOT be allowed to do so. Students are permitted to pass in assignments by email.