



TEL # 799-6040
FAX # 799-6094

SRMS

SIG ROGICH MIDDLE SCHOOL
235 PAVILION CENTER DRIVE
LAS VEGAS, NEVADA 89144



SUZIE HARRISON
PRINCIPAL

Sig Rogich Middle School Late Work Policy

Accurate, Meaningful, and Consistent!

Late Work Guidelines

1. Students are allowed to turn in late work up until one week prior to Progress Reports and one week prior to Quarter Grades.
2. Scores are not reduced on assignments and assessments submitted past the due date.
3. Assignments not submitted on time should be marked with an "L." Once late work is submitted, the "L" is replaced with a score reflecting the student's academic performance.
4. Every other Friday will be an "L" turns to "M" day. Teachers must convert all of the "Ls" to "Ms" in the Grade Book and the score becomes a 50 percent due to no evidence.
5. Teachers must notify students and families of late work via Infinite Campus within three days of the missed due date.
6. Teachers must clearly communicate the deadline for the acceptance of late work by including the information on their course expectations. In addition, teachers will include the fact that all missing work will result in a score of 50 percent due to no evidence.
7. Teachers must provide students and families with resources to complete late work (e.g., a copy of the classwork, rubric, related resource material).
8. On "L" turns to "M" days, teachers must generate a Late or Flagged Assignments report within Infinite Campus to identify students with excessive late work. Teachers will work with students to ensure that they submit their missing work.
9. Alternative methods of assessment (e.g., using personal communication rather than extended written response) will be considered based on student needs.
10. Accommodate the needs of all students, based on individual student needs, such as reduced number of items, extra time to complete the task, small-group administration, and chunking tasks.
11. Ensure the student's IEP or Section 504 Plan accommodations are implemented and new accommodations to address student behavior will be considered, as appropriate.

HOME OF THE ROUGH RIDERS