

Summer School General Information

****IMPORTANT** Due to the condensed nature of summer school, regular and prompt attendance is essential. Students are expected to be present and on time. Although we realize that emergencies or unexpected events happen, we cannot grant any exceptions to the attendance rules for any reason. If a student exceeds the maximum allowed absences/tardies, the student will be dropped from the class with no credit or refund given.**

Attendance

Each day of summer school represents approximately one week in the regular school year. Therefore, regular attendance is required. Summer vacations plans should not be scheduled during Summer School. If a student needs to be absent due to illness, a parent should call the Summer School Attendance Office at ext. 2513 the day of the absence. Attendance is mandatory on the last day of class, (See section on Final Exams and Grading for more detail.)

In a full-year course that meets five hours per day (combined periods 1 and 2) for six weeks, **a student is allowed a total of two absences for the six week session.**

In a semester course that meets five hours per day (combined periods 1 and 2) for three weeks, **a student is allowed a total of one absence per three week session.**

In a semester course that meets two hours and thirty minutes a day, **a student is allowed a total of two absences per six week session.**

Tardies

Students are expected to be in class when the bell rings. **Two tardies equal one absence. A student who has accrued more than two tardies for a three week term or more than four tardies for the six week term will be withdrawn from the class with no credit or refund given.** A tardy is defined as being no more than 20 minutes late. After 20 minutes students will be issued a half or a full absence depending on the time of arrival. Students are to check in at the Summer School Office if they are tardy to class in order to obtain an admission slip. Students are counted tardy when they arrive late to class and tardy when they return late from break. At no time during the school day are students to leave the

building without consent from the summer school office. If a student leaves the building without consent from the office they will be withdrawn from summer school without credit or refund.

Registration

Follow the link on the Summer School Home Page for online registration. Download the registration form on the homepage for walk in registration.

Course Availability

All courses listed as summer school offerings require a sufficient number of student registrations to run. If there is not sufficient interest in a particular course, it will not be provided during summer school. In some cases the number of sections of a course may be limited due to teacher availability.

Final Exams and Grading

Attendance is mandatory on the last day of each semester, as final exams are scheduled for that day. **Final exams will not be given early.** If a student is absent from the final exam in a course, a grade of "F" will be recorded for the exam and averaged into the student's grade for the course. Grades for summer school classes may be accessed by logging into Summer School PowerSchool.

Policies/Rules

The same academic atmosphere will prevail during Summer School as in the regular school year. Disciplinary problems will not be tolerated, and the student will be excused from Summer School. Students are not permitted to leave campus during Summer School hours. All school rules are in effect during Summer School. Established policies regarding conduct, care of school property, and dress will be maintained throughout Summer School.

Transportation

No bus service will be provided between students' homes and summer school. Students may drive to school if they abide by school regulations for driving and parking. A student who rides a bicycle must chain it to the bike racks that are provided.

Refunds/Drops

Student registration fees are refundable up until the first day of the session. Students may drop a summer school class at any time before the final day of the session. Students will not receive a refund, grade, or credit for dropped classes.