

## Policy on Academic Accommodations for Reasons of Faith and Conscience

Since 1884, The Haverford School has been dedicated to preparing boys for life, through an education that cultivates academic rigor, the arts, athletics and moral character. As The Haverford School strives to provide a gifted and diverse group of students with a complete educational experience of the highest quality, we recognize that the student body includes adherents of many faiths and students who passionately believe their ideology. As our student body becomes more diverse, it is increasingly important that we, as an inclusive community, make academic accommodations for students from a variety of religious, spiritual and cultural backgrounds and personal convictions.

Consistent with our commitment to creating an academic community that is respectful of and welcoming to persons of differing backgrounds, we believe that students should be excused from class for reasons of faith and conscience without academic consequence. While it is not feasible to schedule coursework around all days of conviction for a class as a whole, we will honor requests from individual students to reschedule coursework, to be absent from classes that conflict with the identified days and inform students that this is an option.

In particular, The Haverford School affirms that:

- When developing course syllabi, faculty should avoid scheduling exams on religious and cultural holidays. (A calendar of religious holidays and cultural celebrations will be maintained on the Haverford School website).
- We recognize that athletic contests, concerts, outside lectures and other co-curricular events are scheduled without input from The Haverford School and may create a personal conflict for students. In such cases, the spirit of this policy should be honored granting students the option not to participate.
- Faculty will make sure that work missed by a student because of an excused absence associated with reasons of faith and conscience can be made up by the student, and faculty will articulate clear guidelines as to how a student can make up the missed work.
- Because religious holidays and most days of conscience are scheduled in advance, faculty members can insist, where feasible, that students complete the course work prior to the anticipated absence.
- Given the time limits inherent in completing end of semester assignments or making up a missed final exam, this procedure cannot be used during the final exam period. Students are expected to take final examinations at the scheduled times and to complete end-of-semester work by the deadlines set by the faculty member.

### Student Procedure

- (1) Students must coordinate their planned absence through the office of the Head of their division. All requests for an authorized absence under this policy must be received by

the division office in writing and must contain a concise explanation of how the requested absence is related to a reason of faith, a celebration of culture or conscience or be an organized activity conducted under the auspices of a religious denomination or religious organization.

- (2) The Office of Head of the division will notify the faculty.
- (3) After a faculty member is notified of the approved absence, the faculty member will determine what adjustments, if any, will need to be made to the student's scheduled class work or assignments.
- (4) If the student's desired absence is on a day when a test is scheduled or an assignment is due, the faculty member may require that the student take the test or submit the assignment before or after the regularly assigned date. In such cases the faculty member will arrange for an appropriate location for the test.
- (5) Students are expected to make up or complete any coursework or assignments that have been adjusted because of this absence.