

Academic Responsibility, Honesty, and Promotion/Retention

1. Academic Responsibility

Schools in Beautiful Plains will

- establish and clearly communicate expectations regarding assignments
- set and communicate reasonable timelines for assignments and support students in meeting these timelines

Suggested Strategies:

- collaborate with other staff to coordinate timing of major assignments
 - ensure timelines for completion are known to students and parents
 - monitor student progress and support them in staying on track
 - choose when appropriate to extend time for completing work
 - contact parents to discuss strategies for keeping students on track and taking responsibility for their work
- establish, communicate and apply consequences for late and missing work

Suggested Strategies:

- confer with the student and where appropriate with the student's parents about the reasons for not completing work and consider legitimacy of reason
- develop plan and support the student to complete the work
- require the student to complete missing work when possible in a supervised setting
- provide appropriate support to the student to help address reason why work is not being completed
- provide alternative assessment tasks that accommodate diverse learning needs
- deduct marks for late or missing assignments

2. Academic Honesty

Tests/Exams/Assignments/Projects that students complete are all evidence of learning and must be the student's own work. Cheating and plagiarism will not be tolerated.

Schools in Beautiful Plains will:

- clearly communicate and reinforce expectations of academic honesty with students
- respond to academic dishonesty with a range of consequences based on factors involved

Suggested Strategies:

- contact parents
- document the incident in the student file
- report the behavior on the report card
- enforce loss of student privileges
- enforce appropriate disciplinary measures
- have student redo the work
- deduct marks

3. Academic Promotion/Retention

Beautiful Plains understands that decisions around student promotion/retention have far reaching implications for the students and their families. The intent of any retention must consider these implications. In all cases where retention is being considered, dialogue between the school, division and the parents must occur and be documented. Promotion or retention will be considered by the following means:

- K to 8- promotion decisions rest with the principal who will consult with teachers, parents, and other specialists as appropriate. If students are being retained, schools will have a plan in place to meet the student's needs.
- Gr. 9 to 12-final decisions on granting credits rests with the principal who will consult with teachers, parents, and other specialists as appropriate.

Promotion Appeals Process

In the event that parent/guardian(s) do not agree with the decision regarding the promotion or retention of a student, the following procedures will be in place:

- The parent/guardian(s) will request that the principal conduct an inquiry of the decision to promote or retain the student. The results of the inquiry will be communicated to the parent/guardian(s) in writing and a copy retained in the student's file.
- If the principal's findings continue to be unsatisfactory to the parent/guardian(s), a letter may be written to the Superintendent outlining the concern. The superintendent or designate shall review the circumstances with the principal and any other individuals pertinent to the review.
- The Superintendent or designate will inform the applicable staff, parent/guardian(s) of the outcome of the review within a reasonable and mutually agreed upon timeframe.

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