**Make-up Work Guidelines – Policy 6000.1 Student Progression Plan**

**Last Revised 10/20/2020**

***BCPS teachers are not permitted to deviate from policy by further restricting a student’s right to have work accepted after an absence.***

**Elementary School - Grading**

Make-up work shall be accepted for full credit and grade for excused, unexcused absences., and external suspensions.

ii. All make-up work, including quizzes and tests, must be submitted/taken within two school days upon return to the missed class, not including the day of return, for each day of an absence.

iii. When assignments and appropriate instruction are provided prior to the absence, make-up work (including major projects) is due on the day of return to the missed class.

iv. Under extenuating circumstances and at teacher’s discretion, additional time may be allowed.

**Middle School - Grading**

a. Make-up work shall be accepted for full credit and grade for excused, unexcused absences, and external suspensions.

b. All make-up work, including quizzes and tests, must be submitted/taken within two school days upon return to the missed class, not including the day of return, for each day of an absence.

c. When assignments and appropriate instruction are provided prior to the absence, makeup work (including major projects) is due on the day of return to the missed class.

d. Under extenuating circumstances and at teacher’s discretion, additional time may be allowed.

**High School - Grading**

h. 1) Make-up work shall be accepted for full credit and grade for excused, unexcused absences., and external suspensions.

2) All make-up, including quizzes and tests, work must be submitted/taken within two school days upon return to the missed class, not including the day of return, for each day of an absence.

3) When assignments and appropriate instruction are provided prior to the absence, make-up work (including major projects) is due on the day of return to the missed class.

4) Under extenuating circumstances and at teacher’s discretion, additional time may be allowed.