

SCHOOL POLICIES AND PRACTICES

MISSING EVIDENCE (ZERO) POLICY GUIDELINES (May 2013)

The following guidelines provide teachers, students, and parents with information about student assessment specific to Bawlf School and in accordance with BRSD Administrative Procedure 360 (<https://www.brsd.ab.ca/Division/AdministrativeProcedures/Documents/Assessment%20of%20Student%20Learning.pdf>).

This information is supplemental and specific to Bawlf School.

SECTION 1.2 PROCEDURES – COLLECTION OF EVIDENCE

At Bawlf School we do not take lightly the assigning of a zero for any student work. Students will be given ample opportunities to demonstrate their learning within the following parameters:

- Once students have adhered to the conditions set out by their teacher (e.g. completing corrections, reflection sheets, conversation with teacher, tutoring, etc.), students may be able to re-do summative assessments (excluding a final exam) at the teacher's discretion. Teachers will determine deadlines for re-doing these assessments.
- After all scaffolding supports have been exhausted: students attending work sessions (at lunch time, during complementary courses, or after school), parents being contacted, and students being made aware of the full consequences of missing assessments, a mark of zero may be assigned at the teacher's discretion.
- Missing assessments will be entered as a mark of zero for high school students and MEV (missing evidence), BEG (beginning), or NEV (no evidence, or the level equivalent to a mark of zero) for grades 4-9. Criteria for deadlines and late acceptance of assignments will fall under a teacher's professional judgment and will be clearly communicated to students.
- Students will initially be assigned a mark of zero (NEV for grades 4-9) for academic dishonesty (cheating, plagiarism, etc.), but will be given the opportunity to appeal to the teacher for a chance to re-do the assessment. Decisions regarding academic dishonesty will be dealt with on a case by case basis, between students, teachers, parents and administration. In all cases (except for diploma exams or PATs), a reasonable attempt will be made to provide the student with an opportunity to correct their error in judgment.

