

J.F.K. HOMEWORK POLICY

The following procedure is outlined in order to facilitate requests for homework assignments when your child is absent from school. With over 800 students, 70 teachers, and an average absent list of 35 students, this process can become very cumbersome.

Many teams have asked students to set up an informal buddy system among themselves to use for homework when they are absent. Please encourage your child to establish a contact, as this system can be a great time saver. If it is necessary to call the main office, please follow the policy outlined below. Thank you for your cooperation in this matter.

Please help us by observing the following policy:

- 1. A request is to be made only if the student will be absent three or more days. If the student is going to be out for three days, you may notify the school on the first day of the extended absence.**
- 2. Teachers will receive a homework request after a parent calls the office. If the request is received before 10:00 a.m., homework assignments can be ready in the main office by 3:00 p.m. on the same day. Assignment requests received after this time will be completed for the following day.**
- 3. Homework and textbooks can be picked up by the parent after the school day ends. It is rather difficult for another student to carry home a full set of books in addition to his/her own set. Student textbooks may be picked up in the office upon request regardless of the length of the absence.**
- 4. A request for homework due to vacations may have modifications made upon the student's return.**