**Missed Work Slip** Students are required to complete a missed work slip for all assignments turned in after the due date. Staple this slip to the missed work and submit within 10 school days of the due date. Teachers understand “life” happens. Our hope is that with student reflection, we build ownership and responsibility.

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|  Absent work \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Name of assignment*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Date of absence* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Date originally assigned / due* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Date of submission* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Student name*  Parent signature is not required |  Late work  Late work electronic submission  *(Teacher, please check online)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Name of assignment*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date assignment was originally assigned / due *Date of submission* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*Student name* ***Parent signature*** 1. Explain why the assignment is late. (For example, “I did not use my class time well” or “I forgot to write the homework in my agenda”)  2. Explain what you will do to solve the late work issue. |

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