

Listowel District Secondary School Student Summative Assessment

Mrs. Kroonen – CHC 2P – Canadian History

Assignment: _____

Due Date: _____

Please be informed that in order to help students be more successful in their school work, I have a policy regarding incomplete or late summative assessments.

1. If a student does not submit an assessment on a specified due date or if a student submits an assignment that demonstrates insufficient evidence of achievement, that student will receive this letter to take home and have parents/guardians sign. This signed letter must then be returned the next day to the teacher with the completed assignment.
2. Failure to return the signed letter will result in the teacher calling the parent/guardian regarding the problem.
3. Students who cannot work in a regular classroom environment or who have fallen behind on their assigned work will be withdrawn from the class to work in alternate supervised locations until such work is caught up.

Your child has failed to submit an assignment, or has demonstrated insufficient evidence of achievement. Please ensure that your child completes the work tonight and submits it along with this signed letter next class.

Providing your telephone number and/or your personal e-mail address would be beneficial for future contact.

Thank you,

Mrs. A Kroonen

Student signature

Parent/guardian signature

Telephone number

E-mail address