

Newmarket High School  
Mathematics Department  
Assessment & Evaluation Policy  
2013-2014

A course description that will outline the units and the expectations for assessment and evaluation will be provided. Students are expected to share this handout and the course description with their parents/guardians.

### Summary of Key Points

- ✓ Bonus marks are not available. (i.e. on evaluation, submission of early assignments, extra work for extra marks)
- ✓ Marks will not be dropped – this applies to term and final evaluations.
- ✓ Exemptions from final evaluations will not be permitted. Extenuating circumstances must be in consultation with the administration and department head.
- ✓ Achievement will be based on the course expectations and the achievement chart in the Ontario Curriculum Mathematics Document.

### Evaluations

- ✓ Students are responsible for providing evidence of their learning within established timelines, and there are consequences for cheating, plagiarizing, not completing work, and submitting work late.
- ✓ Evaluations are a mandatory component of the course and attendance is compulsory. Students who know in advance that they will be absent for the evaluation (i.e. fieldtrips, sporting events, medical appointments) are encouraged to make arrangements with the teacher before the date of the evaluation.
- ✓ In case of absence on an evaluation day, a parent or doctor's note must justify the absence. At the teacher's discretion, alternate arrangements to complete the evaluation will be made. This may include, but is not limited to, prorating the final examination to address the expectations that have not been assessed or providing the student with a make-up evaluation.

### Academic Honesty

Students must be academically honest in all assessments. Students found to be academically dishonest, (including cheating, plagiarism as outlined in the student agenda and copying another students work) will receive a **mark of zero** on that particular evaluation, and parents and/or administration will be notified.

**\*\*YOUR TEACHER MAY ASK YOU TO PLACE THIS PAGE IN THE FRONT OF YOUR MATH BINDER\*\***

If you have any questions concerning the policy, you may contact the student's teacher.

I have read the above information about the evaluation for my mathematics course.

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(print student's name)

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Student's signature

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Parent signature