

TO OBTAIN MARKS FOR SEMESTER 1

Final marks have been calculated for courses in grades 9-12. Interim (mid term) marks are available for grade 8 (linear) students.

Report Card Procedure for Friday, February 10th, 2012:

- All students will attend a homeroom scheduled for last block on Friday – report cards will be distributed to students at that time.
- Students in Grade 12 will have marks already printed on their report cards
- Students in Grades 8-11 will visit each of their semester 1 teachers (during last block on Friday) to obtain final semester 1 marks.

- If you (or your child) are still missing marks -

- To obtain marks and/or progress reports from your (or your child's) teacher, you may:
 - Set up a time with the teacher to meet in person
 - Email the teacher directly, if an email address had been provided
 - Request marks by written note
 - Request a phone call from the teacher

Each of your child's teachers will be identified – along with the course they teach – on the report cards distributed this Friday.

Parents: Students may, at any time, request progress information from teachers on your behalf. If you have not received marks or progress reports, please send a note with your child requesting that information. Include your contact information.

Please Note: If an incomplete ("I") is assigned it means the teacher has provided your child with more time to complete the course work. *"It is incumbent upon the teacher to {have communicated this information and the expectations around it to} the student, the parent and the counsellor.* In the case of an ("I") you can expect either written, electronic or verbal communication with your child's teacher.

A failing grade ("F") cannot be assigned before the timeline and expectations for an "I" have been exhausted.