**Redos and Retakes**

**Major Assignments/Tests**

**First and Foremost:**

Redos are permitted *at teacher discretion*. You and your parents may not take the availability to redo for granted. If you repeatedly ask for redos, something is wrong. Perhaps the content is not developmentally appropriate, there are unseen issues outside of school, or there is an attempt to cheat or play the system.

**Who is Eligible and When?**

* You may redo assignments/tests associated with key learning outcomes and curriculum standards at teacher discretion.
* If you get Cs and Bs, you can redo work just the same as students who have not yet met the learning outcomes at all. Wanting to achieve excellence is wonderful; you may have to complete different steps to make corrections on B level work.
* For the sake of personal survival, I reserve the right to NOT allow any redos the last week of the marking period.
* You may apply for a redo **within 3 school days** of the original work being returned or completed. After that time has passed, the offer has expired. The opportunity to be reassessed will then take place within 2-3 school days.
* In some cases, you may redo just the outcomes/sections on which you performed poorly. For example, if you miss only one section on a test, you may redo that section. I reserve the right to offer alternative versions of the assessment. I also reserve the right to make redone versions more demanding.

**When You've Not Mastered a Major Assignment, Test or Learning Outcome:**

1. Your parent(s)/guardian(s) will sign the original, so they are aware you have required multiple attempts to achieve the standard.
2. You will submit the original attempt with your "Request to Redo" application. This will include a reflection on your previous work, and an explanation of your performance (failure to study, confusion, lack of sleep, personal problems, overloaded schedule, etc…). It will also include evidence of what you have done to improve your understanding of the content. If your request is granted, you will be given an opportunity to complete the work based on the teacher's schedule.
3. Upon completion, the original grade will be replaced with the most recent one; the two attempts will not be averaged.

**Request to Redo/Retake**

"My performance on the recent assessment did not show the progress expected of a student who met the standards for this unit of study. I am responsible for learning these standards and have the opportunity to redo or retake the assessment."

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of request: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Class/Block: \_\_\_\_\_\_\_\_\_\_\_\_\_ Concept/assignment to redo: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reflection:**

**Original score: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**What circumstances lead to this level of achievement?**

**Three activities I have done to improve my understanding/achievement:**

|  |
| --- |
| **1.** |
| **2.** |
| **3.** |

**Please attach:**

* Original test/assignment signed by parent/guardian
* Proof of the 3 activities you have done to improve your understanding

**I request the opportunity for reassessment of this test/assignment/concept. I have worked hard to improve my understanding so that I can meet the learning outcome(s).**

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Assigned date/time of reassessment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Initial: \_\_\_**

**Teacher signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*(missing the agreed-upon reassessment time will result in the forfeiture of this opportunity)*