

Grades For Distance Learning



Dear Classical Prep Families,

Thank you for your grace and patience as we move forward with Distance Learning. We are grateful for all the small victories we experienced last week. Students seemed eager to get back to their coursework, teachers, and peers, and for the most part, are doing a terrific job of engaging with their classes and completing their work.

In light of this, it is important to discuss the way assignments should be completed by our scholars and how they will be graded during Distance Learning.

Academic Integrity

We recognize that Distance Learning is a new experience for our teachers, parents, and scholars. Our teachers are working diligently to provide a clear framework of assignments each week so that students can continue to learn in a structured way that is as similar to their on-campus classes as possible.

We are asking parents to help facilitate the organization of this instruction, especially for our students in the Lower School, who may need assistance logging in to Google classroom or taking pictures and uploading images to submit work. Ultimately, however, ***we expect students to complete their own work and submit assignments that they have completed on their own.*** At the Lower School level, parents can help by reading instructions aloud, by checking students' work when prompted by the teacher, or by encouraging students to read to them. For our Upper School students, parents can monitor their grades on a weekly basis to ensure that students are submitting work on time and staying on track with their assignments each week.

We know that these next few weeks can be incredibly valuable in the educational growth of our scholars, and we are excited about all that they will learn and the ways in which they will grow by practicing fortitude, temperance, and order. In order to cultivate a spirit of academic integrity in

our students, we are asking parents to help model this and encourage their scholars to submit work in an honest and genuine manner that they can be proud of as the moral and intellectual leaders of tomorrow!

Grades and Due Dates

Because not all students had access to devices last week, assignments not submitted by the due date during Week 1 will not be penalized for late submission.

Now that we are into Week 2 of Distance Learning and we have completed two distribution sessions, we feel more confident that all of our students have adequate devices to complete their assignments. And, because there is a 7-day window for all classwork between the date assigned and the due date of most assignments, we feel certain that students have plenty of time to stay on pace with their class work.

Because we want to ensure that no student falls behind in their studies, teachers may require a midweek check for students to complete in order to check for student engagement. Likewise, teachers may offer students guidelines for pacing out their assignment(s) during the week. All of this information will be available for students within the relevant Google classroom. We recommend that parents encourage students to list all assignments in their planners to keep up with due dates, just as they would were we on campus.

Beginning this week, we will return to our standard grading guidelines, which are listed below for Lower and Upper School:

- **Lower School Late Work**
- Assignments submitted late (after the deadline each Sunday at 11:59 p.m.) will result in a 10% reduction each day, up to 5 days. After five days, a student can earn no higher than a 50% on the late assignment until the end of the quarter.
- **Upper School Late Work**
- Assignments submitted one day late (within the first 24 hours of the due date passing) will receive a 50% deduction in grade.
Assignments submitted two days (between 24 and 48 hours) after the

due date will receive a zero. We would also like to remind students and parents that Week 2 at the Upper School level will include the roll out of Specials and Electives classes and continuation of Core Class material.

myStudent Portal

Parents are encouraged to regularly check the parent portal in order to stay current with their student's academic progress (any grades in the Google classrooms are not the official grades). Teachers are encouraged to contact parents if missing work becomes chronic and consistent.

We are looking forward to a very successful second week of Distance Learning, and should you have any questions or concerns, please connect with us via email at the addresses below.

Sincerely,

CPS Administration

