

Branches Learning Late Work Policy (Grades K–5)

We understand that in the elementary grades, parents and guardians play a significant role in supporting their child's online learning and may also be the ones submitting assignments. To help families stay on track, we follow these guidelines unless prior arrangements have been made with the teacher due to illness, family emergencies, or other extenuating circumstances.

- For full credit, the assigned work must be submitted within one week (unless otherwise directed by the teacher).
- Late work will receive partial credit unless the teacher pre-approves it for late submission.
- Teachers set their own standards for partial credit, and those standards will be shared with families.

Branches Learning Late Work Policy (Grades 6–12)

In the secondary grades, students are expected to take increasing responsibility for managing their coursework, though unexpected circumstances can still arise. To support both accountability and flexibility, we follow these guidelines unless prior arrangements have been made with the teacher due to illness, family emergencies, or other extenuating circumstances.

- For full credit, the assigned work must be submitted by the due date.
- Late work will receive partial credit unless the teacher preapproves it for late submission.
- Teachers set their own standards for partial credit, and those standards will be shared with students.

We encourage students to communicate with their teachers as soon as they anticipate a delay. Developing communication, self-advocacy, and time management skills is an essential part of learning in middle and high school.