

ALPHARETTA HIGH SCHOOL COMMON SYLLABUS

The information provided below pertains to policies and procedures that remain consistent in every Alpharetta High School classroom. These policies are supplemental to the information in the Handbook for Students and Parents and the individual class syllabi.

THIS SYLLABUS MAY ALSO BE LOCATED ON THE ALPHARETTA HIGH SCHOOL WEBSITE

AT: <https://school.fultonschools.org/hs/alpharetta/Documents/Administration/2018-19%20Common%20Syllabus%20rev.18.0726.pdf>

HOMEWORK ASSIGNMENTS

All homework assignments will be designed to provide relevant, standards based activities that align with the course scope and sequence. Homework assignments will be announced daily in class and must be accessible to students and parents no later than 4:00 PM on the day of assignment for digitally accessible work.

MAKE-UP WORK

Students should read and understand the Make-Up Policies as published in the Handbook for Students and Parents. This policy governs all make-up work for all classes.

FINAL EXAMS

Final exams will not be administered early; thus, students should make every effort to be present on the dates of the final exams.

ACADEMIC HONESTY

In an effort to encourage good study habits, fair competition, and positive development in the area of academics, the Alpharetta faculty supports a strong policy for academic honesty. Students should read and understand the school's Academic Honesty Policy as published in the Handbook for Students and Parents. Students are responsible for adhering to these policies at all times and on all assignments, assessments, projects, or tasks.

In order to reinforce Alpharetta High School's commitment to academic honesty and the ideals of being a RICH Raider, students will be expected to write or sign an Academic Honesty pledge prior to completing an individual assignment.

The AHS Academic Honesty pledge states: As a RICH Raider, I, __ (student name)__, pledge that I have neither given nor received assistance on this assignment.

GRADING SCALE

Letter grades will be assigned according to Fulton County's approved grading scale, which is as follows: A—100-90, B—89-80, C—79-70, F—69-0. Honors points are added by the county at the end of each semester. Additional information can be found in the Handbook for Students and Parents.

INFINITE CAMPUS

Fulton County Schools uses Infinite Campus as learning management portal, which allows students and parents to view the student's academic progress and attendance on-line. You may visit www.fultonschools.org/infinitecampus for more detailed information, including instructions for creating an account and logging in. Additional information can be found in the Handbook for Students and Parents.

R.I.S.E./RECOVERY

R.I.S.E. stands for Re-teaching/Instructional Support and Enrichment. It is dedicated time made by each teacher on a weekly basis for students to receive additional support to help build to content mastery. The AHS Recovery Policy involves opportunities designed to allow students to recover from a low or failing cumulative average will be allowed when all work required to date has been completed and the student has demonstrated a legitimate effort to meet all course requirements including attendance. Students should read and understand the R.I.S.E. and Recovery Policies as published in the Handbook for Students and Parents.

AHS DEPARTMENT R.I.S.E. SCHEDULE FOR THE 2019 - 2020 SCHOOL YEAR

Monday	- Social Studies
Tuesday	- Electives
Wednesday	- Language Arts
Thursday	- Sciences
Friday	- Maths

COMMUNICATION WITH FACULTY

Due to limited access to phone during the day, please email faculty members with questions and concerns, so they answer inquiries and resolve issues. Parents and guardians may arrange individual teacher-parent conferences teachers; however, if a conference with more than one teacher is desired, the student's counselor can help coordinate the meeting. Parents must meet face-to-face with a teacher before requesting a meeting with the department chair; parents must meet face-to-face with a department chair and teacher before requesting a meeting with the department administrator. Additional guidelines can be found in the Handbook for Students and Parents.

LOST / DAMAGED BOOK POLICY

Students are financially responsible for all books issued by Alpharetta High School. Textbooks may not be left in classrooms, and teachers are not responsible for students' books once books have been issued to the student. The copy issued to the student must be turned in at the end of the course. Students will not receive credit for turning in another student's book, and students may not turn in replacement books. The cost of replacement will be assigned to any student that fails to turn in the exact book she/he was issued and/or to any student that turns in a damaged book. If a student is issued a damaged book (i.e. broken binding, torn pages, water damage, writing, etc...), then the book must be brought to room 1330 for a replacement book or to document the damage. There is a two-week grace period for students to document damage before the student will be held accountable.