**RETAKE POLICY - Knetter**

**Steps to follow when retaking a piece of evidence:**

1. **Get the piece of evidence signed by a guardian.**
2. **Complete a Retake project which relates to the subject or topic being studied. The project has to show you know and understand the content being studied currently.**
3. **Complete the practice(s) and get stamped by teacher.**
4. **Make an appointment with the teacher to retake the piece of evidence (Limited appointments will be taken daily during ELO and after school).**
5. **Take the evidence when scheduled. Your grade will be determined by the retake & project and will replace your current grade.**

**\*\*Only ONE retake per day!!!! (Not all pieces of evidence will have a retake)**

**EXAMPLES OF RE-TAKE PROJECTS:**

**LABS** -- Research a lab dealing with an aspect from class or you may do some variation of an existing lab. You may also design your own lab experiment. The lab must be shown to the teacher at least the day before it is to be done.

**POSTERS/DRAWINGS**  -- Possible topics might be related to class curriculum. Graded on

a) originality, b) color, c) neatness, d) size, e) content, & f) correctness.

**WRITTEN REPORTS** **--** Possible topics MUST be related to in class curriculum. Reports must be a minimum of **One** double spacedtyped page and **MUST** include your reference source in APA style.

**NEWSPAPER ARTICLES** -- Find any class related newspaper or magazine articles to read and write a summary on the article and how it relates to what we are learning in class. Must include the name of paper and date (within six month). Summary must be typed and article attached.