

Maddern
Choral Music
2015.2016

Participation Make up Procedures

Set up first time calling:

1. Call 925 338 9186
2. Speak your first and last name slowly, twice.
3. Say which class you're in.
4. Always use the your same phone number whenever you call in.

To make up an excused (code E, I or L) absence:

1. Find the details on what you missed that day in the scribe book or checking details on the Facebook page for that choir.
2. Call the above number. You will say your name and the name of the choir. You have three minutes with each call. Sing your part for the assigned song into the recorder. If you need more than three minutes, you may call back. You will be singing a cappella.
3. The teacher will assign anywhere between 0-5 points for each assignment. It will show up as an adjustment in that week's assignment for participation.
4. You cannot make up unexcused or truant absences or tardies (code U, X or T)
5. You do not need to make up for Field Trips, Counseling or Religious Observance (code F, C or O).
6. You have one week from the day of the absence to make up the points. After that date, you may not make up points. EXCEPTIONS: The last week of the quarter or semester must have points made up before the final day of that quarter or semester.

THE START DATE FOR THIS PROCESS WILL BE ON MONDAY, NOVEMBER 2ND. MAKING UP POINTS FOR 1ST QUARTER WILL REQUIRE SPECIAL ARRANGEMENTS WITH THE TEACHER.