Dear Parents and Guardians,

In an effort to promote good homework habits in all sixth graders, the sixth grade team uses a system called ZAP, which stands for Zeroes Aren’t Permitted. Late work or missing assignments have a detrimental effect on learning, which is why ZAP is a crucial part of developing good work habits in students as they begin middle school.

ZAP is a system of notifying parents of assignments students did not turn in on the due date. ZAP starts with the student and teacher in class. When an assignment is not turned in, the teacher will stamp the student’s agenda and/or have the student record the missing assignment in his /her agenda. The student will also bring home a form stating what assignment is missing and when it was due for his/her parent to review and sign. At this time, the parent and student have the night to work on making up or finding the missing assignment. The following school day the student should turn in the missing work and signed notification to his/her teacher. If the form and late assignment are turned in, no additional steps are taken. If the student did not complete the late assignment, then he/she needs to stay after school, until 4:20, that day, to work on the late work in a structured study hall, supervised by a sixth grade teacher. **Please note: Families need to pre-arrange for transportation following the ZAP study hall.**  **A late bus is available for bus riders at 4:20.**

With ZAP, we hope to help students see the value in timely work completion, as well as give students a structured setting to get extra help on assignments, if needed. Please complete the form below and have your child return it to his/her social studies teacher.

I have reviewed the ZAP proceedures with my child (please print student name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

If you have questions or concerns you may contact Lindsey Rowe, 6th grade team leader, at LRowe@elmhurst205.org

Parent signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **RETURN TO SOCIAL STUDIES TEACHER BY Friday, August 28**

**![C:\Users\lhaskell\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\SWO4503N\MC900234009[1].wmf]()Zeroes Aren’t Permitted**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Assignment missing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The assignment listed above needs to be turned in tomorrow **during class with this signed form**, or you will be required to attend a ZAP study hall after school on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ from 3:30-4:20. Check the ZAP calendar to find the location!

Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WHITE copy- Teacher PINK copy-ZAP supervisor YELLOW copy-Parent GOLD copy-assigning teacher**

**ZAP FAQ**

1. What if my child forgets homework that’s due on Friday?
*Your child has until Monday to turn the work in, or he/she will attend a ZAP study hall on Monday.*
2. Will my child be scheduled to stay after school on a Friday?

*Yes, teachers will supervise an after school study hall Monday-Friday.*

1. Can my child leave ZAP study hall before 4:20?

*No, the remaining time may be used for studying, other homework, or reading. To ensure the safety of all students we ask that students remain in the building until 4:20.*

1. Is ZAP a detention or punishment?

*No, it’s a support system to help students build good work habits.*