

Tardy Policy

For students during the school day.

A student shall be deemed tardy upon arriving to class anytime after the official start of class without an excused note. Students not across the threshold (door frame) of their assigned class shall be counted as tardy.

When a student is tardy to the same class period the following steps will take place:

- First tardy – verbal warning from teacher
- Second tardy-scripted parent contact
- Third tardy – office referral and parent contact from administrator
- Fourth tardy – office referral and assigned SAFE during the class period the student was tardy
- Fifth tardy – office referral and assigned District Saturday school
- Sixth tardy – office referral and a day of suspension and parent conference with administration prior to student's return from suspension

Student tardies will start over after the Winter Break in January.

Any student who may be tardy due to a medical concern or as stated in an IEP/504 shall be addressed on an individual basis in conjunction with the administration, parents, and teachers affected.

First Reading: 8/18/11

Second Reading: waived on 8/18/11