



FHSA Parents & Guardians,

All of the educators at FHSA are committed to providing an engaging and hands-on educational experience for our students. In order to offer this experience without interruption, our Tardy Policy Committee has formed the following policy. Please read over the policy and contact your student's teacher if there are questions. **If you are receiving this letter your child/children have been tardy for more than 3 times this school year.**

*(All tardies listed are unexcused & will be reported on eschool by the teacher.*

❖ *Excused tardies will be sent to class with a pass & not counted tardy.)*

<b>First Tardy</b>	Verbal warning
<b>Second Tardy</b>	Email notification sent to parent/guardian
<b>Third Tardy</b>	Email notification sent to parent/guardian + lunch detention
<b>Fourth Tardy</b>	After school detention (Administration will contact parent/guardian)
<b>Fifth Tardy</b>	Parent conference (Administration will contact parent/guardian)

The more time that we can devote to instruction, the more the students will learn and grow. Thank you for supporting our educators by making sure your child arrives to school prior to the tardy bell (7:40am.) Please visit with your student about the consequences of the policy.

Each teacher will keep up with the Tardiness Management Record for each class. As students accumulate tardies, they will move to the next offense for that class. The Tardiness Management Record will start over for each new class.

Thank you for supporting the learning happening all around here at FHSA. Together we rise and soar.

Administration\_\_\_\_\_ Parent \_\_\_\_\_  
Conference Date\_\_\_\_\_

**\*Students who continue to arrive tardy, will be referred to their home school.**