

## **TARDIES (All Grade Levels)**

A student who is tardy to class by more than 15 minutes will be assigned to detention hall. Repeated instances of tardiness will result in more severe disciplinary action, in accordance with the Student Code of Conduct.

### **HIGH SCHOOL and JR. HIGH**

According to the information below, students who are tardy are subject to the defined consequences or reasonable alternatives as approved by administration. Students are tardy if they are not in the classroom when the teacher closes the classroom door.

1. Students will sign the classroom tardy log if tardy.
2. If a student is late for class, it is considered a tardy. The only exceptions are students returning to school with an excuse from a physician or students returning to class with a note showing that they were detained by another teacher.
3. Failure to show up for detention will result in advancing to the next punishment phase as well as having to make up the original consequence.
4. Failure to comply will result in future punishment.

Following are the penalties for tardies per six weeks. Each new six weeks stands alone.

<b>TARDIES</b>	<b>CONSEQUENCE</b>
1 <sup>st</sup> tardy	Written warning and recorded on the office tardy log
2 <sup>nd</sup> tardy	1 swat or one day of detention
3 <sup>rd</sup> tardy	2 swats or two days of detention
4 <sup>th</sup> tardy	3 swats or 3 days of detention
5 <sup>th</sup> tardy	ISS and/or other consequences
6 or more tardies	Administration discretion

Every three tardies during a grading period constitutes an unexcused absence for semester test exemption purposes.

### **ELEMENTARY**

Students arriving late will need to report to the office. If the student had a doctor's appointment, please bring a note from the doctor's office and state credit for attendance will be given if necessary. Students are expected to be in class on time every day. Excessive tardiness will result in regular disciplinary measures. After a student receives 3 tardies per class, it may result in lunch detention, after school detention, and/or ISS with discipline referrals(s).

Repeated instances of tardiness are a form of truancy and may result in more severe disciplinary action. Please send a note with your student if they are tardy.