



TARDY POLICY

Any student arriving within the first half or more of a class period will be considered tardy. Arrival after that time will be recorded as an absence. All tardies are unexcused unless documentation is provided to the attendance office that falls under the six Board of Education approved absence reasons.

1. 2 tardies = Teacher has a student conference (Teacher Documents in Skyward)
2. 3 tardies = Teacher 15 min detention + parent contact (Teacher Documents in Skyward)
3. 5 tardies = Admin sends automatic warning email sent home through Skyward
4. 10 tardies = Admin assigns 1 hour detention and parent contact (Admin Document in Skyward)
5. 20 tardies = Admin assigns 2 hour detention and parent contact (Athletes miss 1 game/activities)
6. 30 tardies = Admin assigns 1 day of ISS and parent contact (Admin Document in Skyward)
7. 40 tardies = Admin assigns 1 day of ISS and parent conference (Admin Document in Skyward)
8. 50 tardies = Admin assigns 2 day of ISS and passing privileges removed (Admin Document in Skyward)

*Every 10th tardy = 1 day of Unexcused Absence

- 1st class of the school day – any student arriving to class between 7:40 and 7:50 am will be counted tardy and do not need to check in at the attendance office. If a student arrives after 7:50 am, the student must check in at the attendance office.

*Also, every 10 tardies accumulated will equal one full day of an *unexcused* absence. Unexcused absences have a direct effect on student truancy, which could end up involving the courts.

During the first week of school we did not record tardies. We want to allow students to get a feel for their schedules and find the right routes to get to each class the fastest.