

Late Arrival to School/Class

· All doors other than the door to the main office will be locked at the beginning of the school day (7:50). Any student who arrives late to school will enter through the front office. Students should not open any outside doors for students and adults.

· If a student arrives to school after the beginning bell has rung, a tardy pass will be issued by the Front Office. The tardy is excused only if

o The student was ill (must have a note from parent)

o The student had an appointment (must have a note from doctor)

All other tardies are unexcused and will be assigned detention (see below).

· If a student arrives to class after the tardy bell has rung, a detention will be assigned (see below). If a student is more than 10 minutes late he/she must have a note from a teacher or the Front Office. If the student does not, the teacher will refer the student to the office for skipping.

Tardy Detention Policy

· Detention is served after school on Tuesdays and Thursdays (3:05-4:05).

· Students earn a detention for every tardy after one (1) warning per semester.

· Students serving detentions must report on time. Students who are tardy to detention will not be admitted. Students must bring textbooks and/or schoolwork or assignments will be given.

· If students refuse to study or follow the detention supervisor's instruction, they will be sent home without credit for detention and referred for administrative action.

· No sleeping, talking, or food is allowed in the detention sessions or Friday School.

· Only medical emergencies will be considered as excused reasons for missing detention. Students will need to bring a note from their physician by 7:25 a.m. on the first scheduled day of school after the missed detention. Students cannot use work or athletic practices as an excuse to miss detention.

· If a student misses detention, he/she is subject to Friday School (every Friday 3:05-5:05).

· If a student is absent from school on their assigned detention date, the detention must be served the next scheduled detention day.