

Tardy Policy 2020-2021

1. Teachers will greet students at the classroom doorways with one-minute remaining in each period.
2. When tardy bell rings, teachers will close the doors or note which students have yet to enter the classroom.
3. When a student is tardy and the tardy is not excused:
 - a. The teacher will mark the student as tardy in Infinite Campus within the 10 minutes of class starting. When possible, include the time when the student arrived.
 - b. The teacher will assign progressive discipline for 3rd and 5th tardies and make two parent contacts before referring to SRO on a referral. Please share with parents about discipline moving forward. Detentions will be assigned afterschool and lunch time, if the behavior continues. Parents will need to provide transportation for afterschool detentions. Remind them that the students have 8 minutes for passing.
 - c. Teacher is encouraged to utilize a Classroom Progressive Discipline for tardies and log in minors before writing the referral to SRO. Please utilize the passing period if you can for immediate consequence. Please be creative as I know passing is used for cleaning or bathroom breaks for teacher.
4. Excused tardies should be marked EMI in Infinite Campus.
5. Students arriving tardy more than 5 minutes, should be given a major referral to SRO for consequence. SRO will utilize lunch detentions, afterschool detentions and some passing periods. Teacher may use consequences as well, such as holding a student during passing period. Contact parent when student is coming in extra late.
6. If a student does not follow your direction regarding consequences, please write a referral for defiance.

Revised 8/17/20