**Mr. Nick Duddleston**

**Intro to Audio/Visual Technology**

**Electronic Journalism**

**2011-2012 TARDY POLICY**

**Philosophy -** Academic success is directly correlated to attendance and tardiness. Administrators, counselors, security, teachers, students and parents must work together to make sure students are present and on time to each class of the day. We must change the culture of the school and attitude of the students. They must understand that it does matter if they are on time. There must be consequences for tardiness, but there must also be a strong effort by each person in our community to help students get to class on time.

**TARDY POLICY**

* 1st Tardy – Verbal Warning (Mark Sheet)
* 2nd Tardy – Verbal Warning/Short Conference after Class (Mark Sheet/Infinite Campus)
* 3rd Tardy – Teacher Schedules after school detention (Mark Sheet/Infinite Campus)
* 4th Tardy – Teacher Phones Home/Detention (Mark Sheet/Infinite Campus)
* 5th Tardy – Referral to Assistant Principal (Mark Sheet/Infinite Campus)
* 6th Tardy – Letter Grade Drop and Possible Removal from Class

1st Tardy – Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of offense:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2nd Tardy – Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of offense:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3rd Tardy – Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of offense:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Detention Served?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4th Tardy – Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of offense:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Detention Served?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Called Home? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5th Tardy – Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of offense:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Detention Served?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Referral Issued?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6th Tardy – Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_