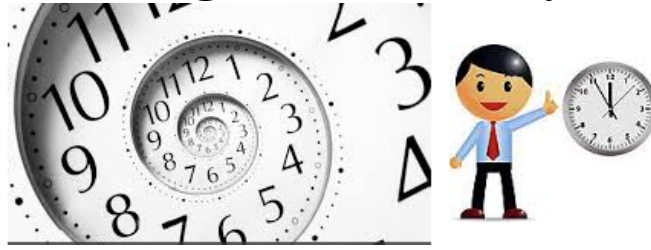


# Sunlake High School Tardy Policy



Tardies are cumulative for the quarter. You have the opportunity for a fresh start on a quarterly basis for Tardies. You must be in the classroom at the start of each class period. If you are tardy, you will be marked tardy in *myStudent* and will receive consequences from individual teachers. **If you are tardy by 10 minutes or more, you must check in at the front office and receive passes to class or you will be considered skipping.**

If you are tardy without an excuse, the discipline policy is as follows:

**1<sup>st</sup> Tardy:** Warning & Communication with student

**2<sup>nd</sup> Tardy:** Warning & Call home or Written warning citation to be signed by you and your parent and returned to your teacher. Failure to return the signed citation is considered a **failure to comply and a referral will be issued.**

**3<sup>rd</sup> Tardy:** 1-Day Lunch Detail or Lunch Detention – teacher preference. (10 Minutes) You will be responsible for getting the behavioral citation signed by an Administration if serving a lunch detail and return the signed behavioral citation to your teacher. If you fail to return the signed behavioral citation, then the lunch detail becomes a **failure to comply which will result in a referral.**

**4<sup>th</sup> Tardy:** 1-Day ISS Lunch

**5<sup>th</sup> Tardy:** Referral

- **A referral will be issued for all additional tardies.**

**Excessive Tardies & Absences:** Students with excessive absences or tardies due to illness may require a doctor's note. Parents of these students will be notified if such an action should become necessary. **Excessive tardies may necessitate a conference, which may result in a written behavior plan.**