

# La Junta Jr/Sr High School

## **TARDY PROCEDURES**

Revised 6/6/2017

It is very important for students to be in their classrooms when class begins. This helps them academically because they will hear the day's lesson and tasks explained by the teacher. The school is also required legally to know your child's whereabouts during the school day. As a good parent, please help your child understand the importance of being in class on time and ready to learn!

---

---

### **Below is an overview of our basic approach to tardiness at the Junior/Senior High School**

### **Students MUST be in class at 7:45 a.m. for 1<sup>st</sup> Hour!**

- **District policy JH states:** Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins and is not caused by school personnel. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy students to uninterrupted learning, appropriate penalties may be imposed for excessive tardiness. The school administration shall develop regulations to implement tardiness penalties.

**The penalties for tardies will be detention and possible suspension.**

**Please see the outlined procedure regarding tardies below.**

1. Students are expected to be in class each period before the tardy bell. Any student who is late to school MUST report to the office, sign in, and obtain a tardy pass.
2. Excessive tardiness will be considered reason for disciplinary action and will be referred to administration by teachers. Students will receive 4 "free" tardies per semester. Students will receive detention after reaching a 5<sup>th</sup> unexcused tardy; any further tardies accumulated after the 5th tardy will result in one hour of after school detention or for each accumulated tardy. Parents/students will be notified 24 hours prior to detention to make appropriate after school transportation arrangements. If a student does not attend detention, the student will be reminded and the parent contacted. After the 3<sup>rd</sup> attempt the student will be suspended for one day.
3. Teachers have the discretion to appropriately address tardies within their classrooms with administrative approval.