

TARDINESS:

Children in Grades 1 through 4, and morning kindergarten, are considered tardy if they are not in their classrooms ready to begin at **8:35 a.m.** Children assigned to the afternoon kindergarten session are considered tardy after **12:25 p.m.** Unavoidable exceptions, however, caused by weather or transportation, will be excused at the discretion of the school principal. **When a student arrives at school 30 minutes after the instructional period begins, parents are requested to escort their child to the office in order to indicate the reason for their child being late. All students that arrive late for school must report to the office in order to obtain a late pass.**

Since being prompt to school is essential for developing critical life skills, guidelines similar to those for our attendance practices have been established to assist parents and guardians focus on this critical goal.

- If a student has accumulated a total of ten (10) late arrivals during the school year, excluding documented medical illness, the school will notify the parents that improvement in this area is necessary.
- If a student has accumulated a total of 15 late arrivals during the school year, excluding documented medical illness, the parents will be required to attend a conference with the principal or other school personnel.
- If a student has accumulated a total of 20 late arrivals during the school year, excluding documented medical illness, the parents will receive notification from the District's attendance officer.