

## Unexcused Tardy Policy - effective January 2021

All families are expected to be in the drop off line by the assigned time. Students assigned 8:15 arrival will be marked tardy after 8:22. Students assigned 8:30 will be marked tardy after 8:37. Doors to all entrances will be closed at 8:37. Families that arrive after 8:37 will drive to the church lobby entrance and wait in line along the curb for a staff member to come out at 8:50 to check the children in. All children who are checked in at the late arrival time will be issued a tardy.

Unexcused trimester progression policy:

When students accumulate:

Third tardy = phone call from the classroom teacher

Fourth tardy = phone call from the principal warning next tardy is after school detention

Fifth tardy = 30 minutes after school detention

Sixth tardy = two 30 minute after school detentions

Seventh tardy = parent meeting to discuss placing the child on probation