



C. F. Vigor High School

913 North Wilson Avenue
Prichard, Alabama 36610
T. Buchanan, Interim Principal

Vigor High School Tardy Policy

Vigor High School is committed to having a safe school environment that promotes the maximum learning potential of all students. One of the key components that maximizes the learning potential of all students is being at school on time every day to every class.

There will be two types of tardies:

- **Tardy to school (Auditorium door will close at 7:12am):**
 - **Consequences**
 - **1st – 4th tardies:** Students will enter through the front door and get a tardy pass from the attendance clerk.
 - **5th tardy:** Parent/Guardian will receive a phone call from the attendance clerk and student will receive 1 day of In School Suspension (ISS).
 - **7th tardy:** Parent/Guardian will receive a phone call from the attendance clerk and student will receive 3 days of ISS.
 - **8th tardy:** Student will receive a mandatory parent conference letter requiring the parent/guardian and student to meet with a school administrator prior to returning to school.
 - **Student will receive a mandatory parent conference letter requiring the parent/guardian and student to meet with a school administrator prior to returning to school.**
- **Tardy to class – students have 5 minutes to transition from class to class with a 1-minute warning bell at the 4-minute mark.**
 - **Consequences**
 - **1st tardy:** Student will spend the rest of the day in ISS.
 - **2nd tardy:** Student will receive 3 days of ISS.
 - **3rd:** Student will receive a mandatory parent conference letter requiring the parent/guardian and student to meet with a school administrator prior to returning to school.
 - **Future infractions will result in progressive discipline.**

I have discussed the consequences of being tardy to school with my child and both my child and I understand the tardy policy of Vigor High School. Lack of signature does not exempt students from the tardy consequences.

Student's Signature: _____

Parent/Guardian Signature: _____ Date: _____