

## **STUDENTS 5112 Tardiness to School**

Prompt arrival at school every day is the North Canaan Board of Education's expectation for each student who attends North Canaan Elementary School. The instructional day begins at 8:40 A.M. and students are expected to be in class and ready to work at that time.

Instances of tardiness have an impact on learning for the student who is late, as well as the entire class. Chronic tardiness is viewed as a serious matter. Accumulation of four (4) tardies in a given month will equal one unexcused absence. Unexcused absences that accrue to "four (4) in any one month or ten (10) unexcused absences from school in any school year," will be subject to the procedures of the North Canaan Board of Education Truancy Policy 5113.2.

After three instances of tardiness in any one month, it will be necessary for the parent or guardian to meet with the principal or his/her designee and the school counselor and/or school psychologist and/or the school nurse to create an action plan that will result in a remedy of the problem.

The principal will develop procedures to monitor the tardiness of students, provide copies of the policy annually to parents, post the policy on the school's website, and offer materials to families to assist in prompt arrival at school.

A student who arrives at school after 8:40 will report to the office to sign in and present a note from the parent or guardian explaining the reason for the tardiness. The note must contain a reason and a phone number where the parent or guardian can be reached by the school. Students arriving late due to bus breakdowns or other bus problems will be admitted without penalty.

Once a student has signed in, the student will be issued a pass to present to his/her classroom teacher.

Adopted: June 8, 1995

Revised: December 8, 2020

NORTH CANAAN BOARD OF EDUCATION  
North Canaan, Connecticut