

# **Mary G. Montgomery High School**

## **2022-2023**

### **Tardy Policy**

#### **Tardy to School**

Any student who is tardy to school will report directly to the cafeteria (7:30-7:45). Raptor will be set up in order for students to check into school. Students who are tardy after 7:45 will report to the main office. Students will sign in with an ID badge or student state ID number. Students MUST have a pass in order to enter class. Any student late to school must sign in with the office.

The following progressive discipline policy will be in place:

1. Warning
2. Warning
3. Warning
4. Parent Contact
5. 2 days ISS
6. 3 days ISS
7. 3 day suspension (Willful disobedience) Parking pass probationary period begins
8. Subsequent tardies, administrators discretion

#### **Students tardy between class**

Any student who is late will report straight to class. Teachers will document tardies in Schoology and should use the following progressive discipline for students:

1. Warning
2. Warning
3. Discipline referral to Admin-Parent contact
4. Discipline referral to Admin- 1 day ISS
5. Discipline referral to Admin- 3 days ISS
6. Discipline referral to Admin- 3 day Suspension (Willful disobedience)
7. Subsequent tardies, administrators discretion

Students who are more than 10 minutes late are considered skipping and receive a discipline referral.