

## **Seminole High School Classroom Tardy Policy 2017-2018**

For all students entering (whether marked tardy/absent), teachers will keep a tardy log in their classroom. Parent notification should be made by the teacher on the 2<sup>nd</sup> unexcused tardy. Referrals are to be written by the teacher beginning with the 3<sup>rd</sup> unexcused tardy and each tardy after.

Straight 7 days: Tardy= up to 5 minutes late; after that it is marked as an absence

Block days: Tardy = up to 15 minutes late; after that it is marked as an absence

1<sup>st</sup>- Warning

2<sup>nd</sup>- Warning ***plus*** Parent contact by teacher- email or phone call

3<sup>rd</sup>- Referral to Admin for Lunch Detention

4<sup>th</sup>- Wednesday School (1 hour after school detention) and Parent contact by teacher

5<sup>th</sup>- Wednesday School (1 hour after school detention) ***plus*** Work Detail (during lunch, before, or after school) and Parent contact by administration

6<sup>th</sup>- Parent Conference with administration and/or guidance

7<sup>th</sup>- Saturday School (7:30am until 10:30 am with administration)

8<sup>th</sup>- Saturday School (7:30 am until 10:30 am with administration) ***plus*** Community Service (log to be signed by student, parent, and organization) and Parent contact by administration

9<sup>th</sup>- Referral to the Administration -Temporary Class Placement and Parent contact by administration

After the 9<sup>th</sup> tardy, repeat steps 2-9

**Tardies will be monitored and reset on a quarterly basis.**