

**ENEIDA M. HARTNER ELEMENTARY SCHOOL
TARDY TO SCHOOL POLICY**

“There are probably no factors more important to successful school progress than regular and punctual school attendance. Students who are tardy or absent excessively from the instructional program will fall behind in academic achievement. Excessive school absenteeism precedes grade failure, loss of interest, and may result in students withdrawing from school,” as stated in School Board Policy 5200, Student Attendance.

Regular attendance and punctuality to school are key components to students’ academic success. In order to combat students’ tardiness to school, the following strategies will be implemented:

VIOLATION	CONSEQUENCE
1 st	Warning by teacher; gradebook entry
2 nd	Phone call home from teacher; gradebook entry; warning letter grade reduction
3 rd	Conduct grade reduced one letter grade (A to B); written notice
4 th	Conduct grade reduced one letter grade; (B to C); Administrative detention; Phone Call
5 th	Conduct grade reduced one letter grade; (C to D); Referral and administrative detention; Parent/Student conference
6 or more	Loss of extracurricular school activities; (Appeals to the principal only) Conduct grade reduced one letter grade (D to F); Administrative detention

Note: Policy renews each grading period