



**STUDENT EXPECTATIONS**

**TARDY**

Tardiness is the absence of a student in the classroom at the time the regularly scheduled session begins (7:45am). It is a reasonable expectation that in order for a learning activity to exist, each student must arrive to class on time (punctually). A student, who is tardy to class, not only places his/her own learning in jeopardy, but also interrupts the learning of other students. Excused tardiness may not impact a student's academic grade. Reasons for excused tardiness include: a) student illness; b) medical appointment (doctor's note is required for proof); c) death in family; d) previously approved school-sponsored event; e) other individual student tardiness beyond the control of the parent or student as determined and approved by the principal. Unexcused tardiness includes any tardiness that does not fall into one of the previous excused tardiness categories.

It is the parent's responsibility to explain in writing any tardiness to school by the following school day. Failure to provide a written explanation will automatically be considered an unexcused tardy. The following steps will be followed each semester should students be tardy for unexcused reasons.

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| • 1 <sup>st</sup> tardy                  | Warning slip issued to be signed by parents |
| • 2 <sup>nd</sup> tardy                  | Warning slip issued to be signed by parents |
| • 3 <sup>rd</sup> tardy                  | Teacher will contact parent                 |
| • 4 <sup>th</sup> tardy                  | Letter will be sent to the parent           |
| • 5 <sup>th</sup> and subsequent tardies | 1 hour after school detention               |

Adopted: June 15, 2011  
Revised:

All Saints Academy  
Breese, IL

  
Principal Signature

  
Pastor/Superintendent Signature