The following tardy policy will go into effect Monday, September 25, 2017.

# **Tardy Policy**

- All students tardy to school or any class period will have detention.
- If any student is tardy to school or any class period, he or she must enter class with a tardy pass.

**Detention Room:** 2202 **Detention Time:** 3:00pm-4:00pm

**Detention Days: Mondays, Tuesdays, Thursdays** 

Administrators In-Charge: Rollice, Ortega, Dr. Miles

Tardy Pass will print with one of the following messages.

#### 1st Tardy:

15 min detention. Walk-In to Rm. 2202 on Monday, Tuesday, or Thursday to serve your time.

## 2nd Tardy:

30 min detention. Walk-In to Rm. 2202 on Monday, Tuesday, or Thursday to serve your time.

## 3rd Tardy:

LAST OPPORTUNITY: 45 minute detention. Walk-In to Rm. 2202 on Monday, Tuesday, or Thursday to serve your time.

#### 4th Tardy:

Administration will call parents/guardians. 1 hour detention will be assigned to you soon.

- Students must walk in quietly and sign in with the administrator.
- Student Walk-In's must arrive between 3:00pm and 3:15pm. If student arrives after 3:15pm, he or she will be turned away and asked to return a later day. Detention cumulates if student does not serve his or her time.
- If student does not walk-in to serve their detention, administrators will follow up with parents/guardians and assign a 1-hour detention. Security will escort students to detention during the last 15 minutes of 6th period.