

## TARDY POLICY

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A student must be inside the classroom when the bell rings or he/she will be marked tardy. The following will be followed for tardies to class:

- **First Tardy** – Teacher Warning;
- **Second Tardy** – Teacher Detention and Parent Contact;
- **Third Tardy** – Teacher Referral to grade level administrator, student enters Step 1 on the Discipline Ladder; Subsequent Tardies – Student moves up the discipline ladder. Tardy policy starts new at the beginning of each quarter.

**NOTE:** If, after appropriate warning, a student continues to be tardy to 4th block PE classes in the gym, administrative staff reserves the right to skip Step 2.