EAST HAMILTON HS
TARDY POLICY
2023-2024

A student accrues a tardy when late to class. Teachers are to close their door following the bell schedule. Tardy Policy is for every period including first period.

Tardy Occurrence	Consequence
First	Teacher Warning
Second	Teacher Consequence- more than just a conversation
Third	Teacher to make parent contact by Phone or Email letting the parent know the next tardy will be an office referral
Fourth	Admin Referral: assigned a 2-day ISS placement
Fifth	Admin Referral: assigned a 5-day ISS placement
Sixth	Admin Referral: assigned a 2-day OSS placement
Seventh	Admin Referral: assigned a 5-day OSS placement

August 9-10th
First three days of school we will be lenient. However, have conversations each period about the expectation of every student showing up to class on time.

August 14-18th
We will be sending a strong message and setting the tone that being late to class is unacceptable!! Lock your doors when the bell rings and if a student shows up without a pass send them to the Middle Compass where Administration/Dean/Behavior Specialist will gather students and take them to a designated location to go over tardy policy and contact parents immediately regarding the tardy policy and send them back to class.

Monday, August 21st
We will initiate the tardy policy and at that point ALL TEACHERS WILL BE RESPONSIBLE FOR LOGGING TARDIES AND ADHERING TO THE POLICY. It's going to be important that All teachers follow the policy and be consistent. If a student shows up late without a pass, then let them in and follow the tardy policy protocols. After the 4th tardy this will constitute a Referral and Admin will issue out consequences.

** Student Tardy Count will start over every quarter (HCDE Board Policy).
** 1st Period Students that are late must have a pass from raptor sign-in. However, teachers are still responsible for logging and keeping up with the number of tardies for each class period including 1st Period.
** Teachers must document and hold students accountable if this is going to work.