

Woodstock High School

TARDY / SKIPPING CLASS / LEAVING CAMPUS GUIDANCE

Tardy to School and/or Tardy to Class

Tardies to school or class will result in progressive discipline. Students should be in class on time ready for classroom instruction. The 5th unexcused tardy to school or class (regardless of check-in time), and every 3rd tardy thereafter, will result in an Administrative Referral. Tardies are per class. Tardies begin back at zero for second semester.

To provide opportunities for students to self-correct their behaviors, teachers will handle tardies before the 1st administrative referral is written.

- 3 unexcused tardies to a single class = individual discussion with student and an assigned lunch detention, run daily in ISS/ALT School during all lunches
 - Missing lunch detention will result in an administrative referral

After a lunch detention is issued and served, if the behavior continues and a 5th tardy is reached, teachers will generate a referral and send it to administration. Administration will follow-up with a conference with the student, a discussion with the parent/guardian, and the following consequences:

- 1st Administrative Referral
 - 1 day of Administrative Lunch Detention
- 2nd Administrative Referral
 - 1 day of ISS & loss of parking pass for one week (if unexcused tardies to school)
- 3rd Administrative Referral
 - 3 days of ISS & loss of parking pass for the remainder of semester (if unexcused tardies to school)
- 4th Administrative Referral
 - 5 days of ISS & loss of parking pass for the remainder of the school year (if unexcused tardies to school)
- 5th Administrative Referral 7 days of ISS

Students late to school during 1st period will report to the attendance office for a tardy slip. This means that after 8:15 a.m., students late to school must check in with the attendance office and bring the teacher a check-in slip. Tardies for all other periods will be tracked by the classroom teacher via classroom attendance.

For further information regarding the Cherokee County School District attendance policy, and the impact attendance infractions will have on parking, please refer to the CCSD Student/Parent Handbook and Code of Conduct and CCSD Parking Contract.

Skipping Class

An Administrative Referral will be given for skipping class. Students arriving more than 10 minutes late to class without an approved late pass will be considered skipping.

- 1st Administrative Referral a week of Administrative Lunch Detention
- 2nd Administrative Referral 1 day of ISS
- 3rd Administrative Referral 3 days of ISS and Behavior Contract
- 4th Administrative Referral 5 days of ISS
- 5th Administrative Referral – Alternative School (on WHS Campus) and further administrative interventions

Leaving Campus

An Administrative Referral will be given for students who leave campus unauthorized.

- 1st Administrative Referral 3 days of ISS & loss of parking pass for one week
- 2nd Administrative Referral 5 days of ISS & loss of parking pass for the remainder of the semester
- 3rd Administrative Referral 9 days ALT School & loss of parking pass for the remainder of the school year