

Attendance/Tardies/Dismissals

Attendance Policy

All students are expected to be in school on time every day. School begins promptly at 7:43 each day unless otherwise indicated on the School Calendar or is delayed for emergency reasons.

The following reasons qualify an absence from school to be documented as an allowed absence. Students may not exceed 14 absences.

- Death in Immediate Family
- Religious Holidays
- Suspensions
- Court Appointment/Apearances
- Illness
- Injury verified with a doctor's note
- Emergency medical/dental visit with a doctor's note
- College visit (seniors only - limited to two days per quarter) with a parent/guardian note

Tardy Policy

All students are required to arrive to school on time and be in their homeroom, prepared and in full uniform, when the bell sounds at 7:43. Those students who are late must report to the cafeteria lobby and sign in with the Parent Liaison. Students entering school after 7:45 will report to the Discipline Office to sign in. A parent/ guardian call or note, notifying the school of a student's tardiness is required. Students entering school prior to 11:00 A.M. will be considered tardy/present. Students entering the school after 11:00 A.M. will be considered tardy absent for the day.

- 6 tardies - 30 min detention - parent notified
- 10 tardies - 2 hour detention - parent meeting
- 12 tardies – loss of driving privileges
- 15 tardies - Saturday detention - parent notified

Dismissals

Students should not be dismissed during school hours except for family or medical emergencies, personal illness and school sponsored activities. Non-emergency appointments need to be scheduled after school hours. All dismissals should be able to be verified. To verify a dismissal contact information of the parent/ guardian must be provided. Students leaving school after to 11:00 A.M. will be considered dismissed/present. Students leaving the school prior 11:00 A.M. will be considered dismissed/absent for the day

You are responsible for any missing work!