



Sandra Day O'Connor Tardy Policy

In an effort to ensure all students are safe and on track academically, the tardy policy will be strictly enforced starting August 4, 2025. Each class will be reviewed independently for purposes of discipline; however, the entire tardy record will be considered when evaluating optional school privileges such as parking permits for both the current year and the following year.

Late Arrivals/First Period Tardies

Students who arrive on campus after the first 30 minutes of class will be marked Excused or Unexcused and will be held from class for the remainder of that current period.

-No Outside food or drink allowed through the office

Excused Absence needs one of the following:

- A Parent/guardian signs the student in
- Medical documentation if the student is at an appointment prior to arriving on campus

Unexcused Absence Parent/Guardian does not sign the student in or no medical documentation is provided.

No Late or Tardy phone calls or written notes will be accepted at any time.

If a student is unexcused tardy for their **first period** the student will serve a lunch detention the day of the tardy.

- Late to school = Lunch detention same day (must report to LMC room within 5 minutes of their lunch)
- Every 3rd time late to school will result in an hour after school detention
- Every 6th time late to school will result in a school day in OCR and a Parent Meeting.

*Students who hold a parking permit will receive parking privileges taken away for a set amount of time for excessive tardies.

*If a student arrives after the HALFWAY point of any period they are considered absent (excused or unexcused) and counts towards the max of 12 allowed per class/semester. They will receive a lunch detention

Tardies for periods 2-7 (Not a student's first period) and follow the breakdown below.

1st= Warning & Parent Notification in Powerschools

2nd= Warning & Parent Notification in Powerschools

3rd= Warning & Parent Notification in Powerschools

4th= Teacher Detention & Parent Notification

5th= Department Detention & Parent Notification

6th= Teacher Referral to the Administration.

*After 6 the process will restart, but there could be no more warnings and an assigned consequence from the teacher.

*Office referrals at 6,12,18 and so on.

*Administration has authority to skip steps if students do not serve department detentions.