

### **Purpose**

A study completed in May of 2009, revealed that for the 08-09 school year students at Fossil had over 18,000 unexcused tardies. When students are late to class, it negatively impacts learning and achievement for all students. In order to equip students of *Ridge Nation* with skills for the 21<sup>st</sup> century, we are implementing a new tardy policy.

### **Tardy Procedures**

Students have 8 minutes to pass from one class to the next. A warning bell will ring three minutes prior to the start of their next class. At the warning bell, students should make their way to class. All students need to be in class when the bell rings.

Any student arriving late to class will not be allowed to enter until they have a tardy slip. Tardy slips are provided by wing secretaries, deans, student monitors, or student liaisons. Each student will receive a yellow copy of the tardy slip. The student will show this tardy slip to their teacher, who will enter *Tardy Unexcused* into Gradebook. Students who are late to class as a result of a conference with a teacher or administrator will be issued a green building pass. Teachers will mark them as *Tardy Excused* and detention will not be assigned.

The original white copy will be collected and returned to the Dean's office daily.

Detention will be served for 25 minutes of the student's next lunch period, in Room 515. Students are expected to bring their lunch and academic work or a book with them to detention. There are no cell phones or iPods allowed in detention. Detention will be supervised by the student liaison or student monitor.

### **Lunch Detention Schedule** (room 515)

A Lunch - Freshman

- Monday 11:23-11:48
- Tuesday-Friday 11:08-11:33

B Lunch – Sophomores, Juniors, Seniors

- Monday 12:21-12:46
- Tuesday-Friday 12:46-1:11

### **Progressive consequences:**

Students that are more than 5 minutes late to lunch detention will be assigned an additional noon detention.

Habitual disrespect for the tardy policy will result in an administrative conference and additional consequences.