

Late (Tardy) Policy

Valley High School is committed to having students learn and practice life skills. One major life skill that *is* expected to be practiced **EVERYDAY for EVERY PERIOD is PUNCTUALITY.**

Students who are consistently punctual and present every day at Valley High will have opportunities for various prizes and/or celebrations. We value students who demonstrate virtues of success like **REGULAR ATTENDANCE** and **PUNCTUALITY**. These are traits that lead to **SUCCESS**.

Attendance Awards:

Weekly Recognition for Zero Lates and Absences – Front of line passes award to two from each grade level.

Monthly Recognition for Zero Lates and Absences – Prizes TBD

Quarterly Recognition for Zero Lates and Absences – Prizes TBD

What does it mean to be **TARDY**?

Students are considered tardy if they are not inside the classroom when the bell rings. Students who are in their seats when the bell rings are already practicing optimal habits.

Students are given **TEN MINUTES** for passing periods between classes on most days. The exception to this rule are **WEDNESDAYS**. Most Wednesdays have **FIVE MINUTES** for passing periods. It is the student's responsibility to know the given schedule for the day as described in this handbook and communicated throughout the year in numerous ways.

Expectations during **PASSING PERIODS:**

1. Students are discouraged from stopping and talking with friends during passing periods.
2. Students who have long distances to cover between 1st and 3rd periods classes or 2nd and 4th period classes are encouraged to arrive early for breakfast on those days.
3. Student electing to eat during the Nutritional Break are not excused from lateness. Students assume responsibility to be **ON TIME** for their 3rd and 4th period classes. Students who are habitually late because of the Nutritional Break are **HIGHLY ENCOURAGED** to arrive early in the morning and enjoy a breakfast that offers more choice than the Nutritional Break.
4. As stated in the Cell Phone Policy section, cell phone use during passing period is discouraged.

Late (Tardy) Policy

Excessive lateness is a nonproductive habit. Students who are chronically late miss out on important material and disrupt the learning environment. This policy was developed to let students know that they are wanted IN CLASS ON TIME. All students are to acquaint themselves with the tardy policy that is included in every class syllabus. Each teacher reserves the right to tailor the following policies to his/her classes. It is the student's responsibility to know and understand the dynamics of each of their teachers' tardy policies. Students are considered late if both feet are not inside the door when the final tardy bell rings.

As a general rule of thumb, the following semester-long policies are in place to maximize time in the classroom for ALL students:

Arrival (1st Period and 2nd Period):

8:00-8:15 Students report to class. Teachers mark "lates". For any "lates" marked from 8:00-8:15, teacher uses discretion, but reserves the right for issuing detentions.

8:15-8:30 Students report to Attendance Window for Late Slips. Students then have 5 minutes to report to class.

8:30 & Beyond: Any time a student reports past 30 minutes to ANY period will be issued a "B" for being Beyond 30 minutes late. Students must carry a note excusing the absence or they will be issued a Thursday Night School.

Regular Day (3rd-8th periods + Viking Time):

1st Late: Warning

2nd Late: Stern Warning with teacher phone call home.

3rd Late: Teacher assigns Lunch Detention and calls home. Student completes Lunch Detention within 48 hours.

4th Late: Attendance Referral: Thursday Night School (1.5 hours on Thursdays)

5th Late: Attendance Referral: Parent Conference to be schedule before or after school to meet with a vice principal.

6th Late & Beyond: Attendance Referral and the following (in no specific order) are measures that may be utilized to address chronic tardiness: (1) placement on the No Activities List for up to 8 weeks, (2) referral to social services/counseling, (3) class suspension, (4) all day reflection on campus, Saturday School, and in extreme cases of defiance, possible home suspension.

Some Important Notes:

Chronically late students will be placed on the No Activities List for Extended Periods of time.

Thursday Night School goes from 3:15-4:45 will clear unserved Lunch Detentions.

TARDY SWEEPS will be conducted RANDOMLY. Students caught in a TARDY SWEEP will be assigned to either a Lunch Detention or Thursday Night School depending on if they have outstanding detentions.