# "Tardy to School" Policy

Students will begin entering the building at **6:55 A.M**.  The first bell will ring at **7:25** and students will be tardy at the **7:30** bell.   All late-arrival students must be accompanied by a parent or guardian.  Students will be marked "absent" from school until a parent or guardian signs the student "IN" for the day.  Computer generated phone calls are made for any student marked absent.

The following procedure is to assure the enforcement of St. Mary Parish School Board's tardiness regulations including punishment for the violations in making both students and parents accountable for their actions. (The parish policy is located on page 24 of the parish newspaper, A Guide for St. Mary Public Schools.)

### Junior High School Students (Grades 6, 7, & 8) Tardy Policy
1. Three (3) tardies – 2 hours SAC and parent notification
2. Six (6) tardies – 4 hours SAC and parent conference
3. Nine (9) tardies – referral to the Child Welfare and Attendance Supervisor and 4 hours of SAC (At this time the superintendent or his designee will make a disposition for possible court action against the parent and/or student.  If a hearing is required, the parents, student, principal, and Child Welfare and Attendance Supervisor/Hearing Officer shall be present at the hearing).

### Elementary Students (5th Grade) Tardy Policy
1. Three (3) tardies – parent conference
2. Six (6) tardies – parent conference
3. Nine (9) tardies – referral to the Child Welfare and Attendance Supervisor (At this time the superintendent or his designee will make a disposition for possible court action against the parent and/or student.  If a hearing is required, the parents, student, principal, and Child Welfare and Attendance Supervisor/Hearing Officer shall be present at the hearing).

*The District Attorney's Office is also assisting with the effective implementation of the school's tardy and attendance policies.  If a child has excessive tardies or absences, the District Attorney's representative will contact the parents of the child.*