

ATTENDANCE

WEEKLY TARDY POLICY

Goal – Decrease the amount of tardies while teaching our students the value of punctuality.

- 1 - 2 Tardies – Warning
- 3rd Tardy – One Hour Detention
- 4th Tardy – Two Hour Detention
- 5th Tardy – Saturday School
- 6th Tardy – Out of School Suspension

ABSENCE POLICY

1-9 Absences:

Students with 9 or less absences at the end of the semester will receive the grade earned in the class. *Exception: If a student's final grade in the course including the final exam is less than 59%, yet the student had scored a 77% or better on the final exam, then the student will receive an EA*

(EA = credit for the class but an "E" averaged into grade point average)

10 or more Absences:

- Student with a failing overall semester grade and an exam grade of 77% or better, student will receive an **EA**.
 - Student with a passing overall semester grade and an exam grade of 77% or better, student will receive the **grade earned**.
 - Student with a passing overall semester grade and an exam grade less than 77%, student will earn an **EA**.
 - Student with a failing overall semester grade and an exam grade less than 77%, student will earn an **E** (no credit for the class).
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- Administration and Staff reserve the right to assign detention and/or Saturday session at any time regarding tardies and/or absences.
 - Parent/guardians may contact our attendance office anytime to inquire about their student's attendance.
 - Students missing more than ten (10) minutes of a class due to a late arrival without a pass will be counted as absent and/or potentially skipping. The student will be allowed to make up work in the class.
 - School related programs such as field trips and Student Council activities will not be charged as absences. Also, out of school suspensions will not be charged as absences.
 - Excused and unexcused absences are counted in student's attendance totals. Health Room visits are considered excused absences from class.
 - Extenuated absences will not be charged as absences.