

## Rancho Buena Vista Tardy Policy

If your child is going to be late to school, parent(s) or legal guardian must call the attendance office or bring a note from a state-recognized authority (examples of state-recognized authorities includes medical, dental, optometric, or court). Arriving more than 30 minutes late without a note or parent/legal guardian phone call constitutes a truancy.

### **Tardies**

Students must be in class when final bell rings or they are considered tardy. A written pass from a staff member, attendance office, or an administrator may excuse a tardy within 48 hours.

### **Consequences for Tardies**

- 1<sup>st</sup> – 2<sup>nd</sup> Offense – In-class teacher consequences
- 3<sup>rd</sup> Offense - Teacher Contacts Parent
- 4<sup>th</sup> Offense - Teacher refers student to the alpha Assistant Principal