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Parkview Elementary School

Tardy Procedure

2009-2010

Not only is school attendance vital to your child's success, it's the law. Arizona State Law (15-802.A, 15-803.E) requires every person who has custody of a child between the ages of six and sixteen years to make sure the child attends school for the full time school is in session unless unable to attend due to illness or another legitimate reason.

An absence, defined as 0% to less than 50% of instructional time, is considered to be a full day absence. Under this definition, tardiness may be considered an absence if a student misses more than 50% of instructional time. An unexcused absence will count as a truant day as defined by law. A student is "habitually truant" if he/she has five or more unexcused absences from school. A student who is absent more than ten percent (18 days) of the required number of school days per year is considered to have "excessive absences" whether the absence is excused or unexcused. When a student has five or more unexcused absences or 18 excessive absences (excused OR unexcused), the student can be cited to the CUTS Program through the Juvenile Court.

Students must be at school on time. Students should enter the campus at 7:45 a.m. so they are ready to begin the school day promptly at 8:15 a.m. Please make every effort to encourage good attendance and punctuality.

EXCUSED TARDIES:

Requests to excuse a tardy will be evaluated on a case-by-case basis. School personnel will consider whether conditions that resulted in the tardy are within the reasonable ability of the student and/or parent to control. Circumstances outside of the student and/or parents' reasonable control will be considered an excused tardy (School bus problems, doctor/dentist visits or sickness). If a student exhibits a pattern of tardies or absences due to medical issues, parents should consult the school nurse to discuss options and policies for chronic health conditions.

Student Tardy Consequences (K-5):

- 3rd Tardy-Student will exchange a Python dollar for a tardy pass with the attendance clerk.
- 4th Tardy-Teacher will contact parent by phone and send home a warning referral.
- 5th Tardy-Teacher will contact parent to arrange a conference and a office referral will be issued for a lunch detention.

Student Tardy Consequences (6-8):

- 4th-10th Tardy-Teacher will contact parent by phone and send home a warning referral.
- 10+ Tardies- Administration will assign an office referral for an after school detention in the OCR room.

All tardies are cumulative for each quarter.

Thank you for your support. If you have questions about the number of tardies your child may have, please contact Rebecca Lopez@ 623-523-8663. If you have questions about absent or tardy procedures, please contact Dana Kaye @ 623-523-8655.

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