

Regulation

No. 5450

BOARD OF
EDUCATION
HOWELL TOWNSHIP

PUPILS

TARDINESS

A. Definitions

1. A pupil is tardy to school when the pupil reports to school after the beginning of homeroom without approval for the delay.
2. A pupil is tardy to class when the pupil reports to his/her assigned classroom or other place of instruction after the beginning of the class period without approval for the delay.
3. A pupil who is late to school or class for an excused purpose pursuant to Policy No. 506 – Late Arrival and Early Dismissal is not tardy for the purpose of this regulation.

B. Procedures for Tardy Arrivals

1. A pupil who is tardy to school must report to the main office with his/her parent /guardian to explain the reason for the tardiness. The pupil must be signed in and receive a late pass for admission to class.
2. A pupil who is tardy to class may be sent by the teacher to the main office to explain the reason for the tardiness and obtain a late pass for admission to class.
3. No pupil who arrives at school after attendance has been taken will be admitted to class without a late pass.

C. Discipline

1. A pupil who has been tardy to school or class 3 (three) or more times in any one semester will be subject to disciplinary consequences.
2. A pupil who has been tardy to school 3 (three) or more times in any one semester will be reported to the guidance department for counseling. The pupil's parent(s) or legal guardian(s) will be notified.

Date Adopted: 8/9/06

Date Revised: