

## CPHS Tardy Policy

A school-wide tardy policy for Cedar Park High School has been established. When a student is tardy to class, the teacher will mark him/her tardy through the automated computer system **AND** give the student a generic tardy slip (pink). This is to ensure the student is aware he/she has been marked tardy.

Students will be allowed **8 tardies** per semester. All periods will be **COMBINED**. Students in violation of the tardy policy will receive the following consequences:

- ⇒ **9<sup>th</sup> tardy** – Loss of Semester Test Exemptions
- ⇒ **10<sup>th</sup>-11<sup>th</sup> tardy** – Before/After School Detentions
- ⇒ **12<sup>th</sup>-14<sup>th</sup> tardy** - 2-hour Saturday School
- ⇒ **15+tardies** – 4-hour Saturday School/ISS

Students in violation of the tardy policy will be referred to the appropriate Assistant Principal by the attendance office. Consequences will be assigned through the AP office.

If a student is less than 10 minutes tardy to class, he/she should be marked tardy. If a student is **more than 10 minutes late to any class** and **arrives without a pass**, the student should be marked absent.

**If a student returns from lunch tardy, the student's attendance status will change to tardy (issue a white slip). That tardy will not be considered one of the 8 allowed tardies, but will result in an immediate referral. The teacher will write a discipline referral for returning tardy from lunch and turn it in to the appropriate Assistant Principal after class. If a student does not return from lunch, the teacher should write a discipline referral for skipping and turn it in to the appropriate Assistant Principal.**