

REGULATION

PATERSON SCHOOL DISTRICT

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Tardiness

R5240 TARDINESS

A. Definitions

1. A pupil is tardy to school when the pupil reports to his/her assigned homeroom after the late bell rings 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 late bell rings without approval for the delay.
3. Pursuant to Board Policy 5230, a pupil who presents an acceptable excuse for being late to school or class is not tardy.

B. Procedures for Tardy Arrivals

1. A pupil who is tardy to school must report to the attendance office to sign in and receive a late pass for admission to homeroom or class.
2. A pupil who is tardy to class may be required by the teacher to obtain a late pass from the attendance office for admission to class.
3. The attendance office may request from the student or his/her parent an explanation for the student's tardy arrival.
4. A student's tardiness shall be excused if the student presents a late pass verifying that he or she was tardy as a consequence of being detained by a teacher or other staff member.
5. Only an administrator, nurse or guidance counselor may excuse a student from class during the school day.



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C. Disciplinary Consequences

Students are expected to come to school and class on time every day.

1. A tardy arrival to class may be treated as a class cut if the student misses more than half the class period.
2. The consequence for three (3) tardy arrivals to school or to any one class shall be a written warning to the student's parents and one (1) forty-minute detention before or after school, or at lunch.
3. The consequence for five (5) tardy arrivals to school or to any one class shall be a mandatory parental conference with the school principal or classroom teacher and two (2) detentions before or after school, or at lunch.
4. Five (5) instances of unexcused tardiness are equal to one unexcused absence from school or class for the purpose of course credit, grade promotion, and graduation.
5. For each additional instance of tardiness beyond the fifth, the consequence shall be one (1) forty-minute detention before or after school, or at lunch.

Adopted: 17 June 2009

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