


Kernan Middle School  
Tardy Policy 2023 - 2024

*Students are in charge of their own learning. Only by being in class can you fully SoAr to Excellence.* 

Students are considered tardy if they report to school or class late. Tardies are counted at the beginning of every class period. A student has the responsibility to be in class on time. A student failing to make an effort to attend class in a timely manner shall be considered truant and subject to disciplinary action. *If a student is more than 10 minutes late for class, this absence is considered skipping and will be processed according to the Code of Conduct (1.08). A student's excessive tardiness shall be considered willful disobedience, and the student shall be subject to disciplinary action.*

Accumulation of tardies shall be on a nine-week grading period; therefore, tardies do not roll over from one quarter to the next; however, all consequences must be served.

Students who accumulate 5 tardies within one grading period will receive a Class I referral (1.04). The tardy violation and the unauthorized absence violation are grouped offenses in the Code of Conduct.

### Tardy Procedures

- At the ringing of the bell, teachers will close their doors.
- Students must report to a house office and scan their ID. Students will receive a pass to class. The pass will be their admittance to class.
- House office assistants will call parents for violations 4. Deans will contact parents when referrals are processed.

### Tardy Consequences

Tardy Violation 1- 3 → Warning

Tardy Violation 4 → Parent Contact/ Lunch Detention

Tardy Violation 5 → Parent Contact/ Lunch Detention/ Referral

Tardy Violation 6 → Parent Contact/ Lunch Detention/ Referral/ Behavior Contract w/ progress monitoring

Tardy Violation 7 → Parent Contact/ Referral/ ISSP

Tardy Violation 8 → Parent Contact/ Referral/ ISSP

Tardy Violation 9 → Parent Contact/ Referral/ ISSP/ SOS (Student Option for Success Program – if declined AIT)

Tardy Violation 10+ → Parent Conference with AIT

Violation 4 and above, per quarter, the student will report to the House Office.

*Consequences are subject to change for students who are tardy more than once per day.*



**KERNAN**  
MIDDLE SCHOOL