



## PHOENIX DAEP SCHOOL TARDY POLICY NOTIFICATION

Dear Parent/Guardians:

The Phoenix School Tardy Policy has been developed to emphasize the importance of each student being in the classroom for the entire period, as well as arriving on time to school every day. Learning the responsibility of getting to class on time is an integral part of the Phoenix School standard of excellence, which prepares students for future success.

At Phoenix, instructional time is viewed as a precious resource. Consequently, we view chronic tardiness as a serious problem and will not be tolerated.

Thank you for your support in ensuring students are able to make maximum use of class time and learn to be punctual. School begins at 8:00a.m. Beginning the day promptly is important and demonstrates commitment to success.

Even though parents/guardians bring the student to school, tardiness to school will still be marked as unexcused. Oversleeping, car/traffic problems, etc. are all unexcused. Tardiness is only excusable by school officials under the following circumstances:

1. Court Appointment
2. Illness of the student
3. Student has a doctor/Dentist appointment

A note or phone call from the parent or a professional note from a doctor/dentist will be required to verify the above. To avoid problems with tardiness to school, adjustments to the family's morning schedule may be required. The Principal has the right to substitute alternative disciplinary intervention for repeat offenders.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

Date

**\*\*\*Sign and Turn in during Intake\*\*\***

Cc: Parent/Guardian  
DAEP Principal