

# TARDY REFERRAL WASHINGTON HIGH SCHOOL

Student \_\_\_\_\_ Grade \_\_\_\_\_ Term \_\_\_\_\_ Period \_\_\_\_\_

Teacher \_\_\_\_\_ Class \_\_\_\_\_

**Tardy - If the student is absent less than ten (10) minutes after the bell rings, they are considered tardy. Tardies are counted by class period.**

*It is important that each student learn to be prompt in reporting to school or class as scheduled. Learning responsibility and not interrupting others are important objectives. Therefore, students are expected to be in their assigned locations prepared and ready to engage in learning. Failure to abide by these expectations will result in a consequence.*

Tardy #	Date	Consequence	Consequence Serve By:	Student Signature
1		Teacher Warning	N/A	
2		Teacher Warning	N/A	
3		Teacher Warning	N/A	
4		1 hour Detention	Serve By:	
5		2 hour Detention	Serve By:	
6		Saturday School	Serve By:	
7		Up to 1 Day ISS		
8		Up to 3 Days ISS		
9		Up to 1 Day OSS		
10		Up to 3 Days OSS		
11		Up to 5 Days OSS		
12+		Up to Expulsion		

**DETENTION:** Detentions will be from 3:15 p.m. to 4:15 p.m. (1-hour detention) or 3:15 p.m. to 5:15 p.m. (2-hour detention); detentions are held in the high school library on Tuesdays and Thursdays. Detention obligation(s) have priority over extra-curricular practices. Detention reminders will be sent to school email accounts. Students are expected to check their school email at least one time per school day. A student's failure to check his/her email does not change the detention obligation. It is the students' responsibility to remember when to serve their detentions. Failure to serve a detention will result in additional consequences.

**SATURDAY SCHOOL:** Saturday school is to be served at the high school from 8:00 a.m. to noon in the high school library. Saturday school obligation(s) have priority over extra-curricular activities. It is designed to correct student behavior, while also allowing time for academic study and individualized self-reflection. Saturday school reminders will be sent to school email accounts. Students are expected to check their school email at least one time per school day. A student's failure to check his/her email does not change the Saturday school obligation. It is the students' responsibility to remember when to serve their Saturday school. Failure to serve a Saturday school will result in additional consequences.

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

Date: \_\_\_\_\_

Administrator Signature \_\_\_\_\_

Date: \_\_\_\_\_