

AURORA BOREALIS CHARTER SCHOOL

TARDY POLICY

Students are allowed a combination of six unexcused late arrivals or pick-ups per quarter. The process to be followed by the ABCS administration to address tardy arrival or pick-ups is as follows:

When a child has a total, in any combination, of three unexcused late arrivals or pick-ups in a school quarter, the administrator will contact the parents by telephone to discuss their need to comply with the tardy policy and the consequences of not complying.

When a child has a total, in any combination, of five unexcused late arrivals or pick-ups in a school quarter, the administrator shall mail a letter via certified mail with the school record attendance sheet detailing the situation. The letter will also state that the parents are required to meet with the Academic Policy Committee at its next regular meeting to verify that they understand the tardy policy and the consequences of their non-compliance.

When a child has a total, in any combination, of seven or more unexcused late arrivals or pick-ups in a school quarter, the student will not be permitted to enroll at ABCS the following semester. The administrator and APC chair will co-sign a certified letter informing the parent/guardian of their student's enrollment status.