

FHS Tardy Policy Flowchart

Students are expected to arrive at school and to all of their classes on time. Failure to do so hinders the instructional objectives of the classroom and interrupts the learning process. Teachers will close and lock classroom doors when the bell rings. Teachers will assign a student that will open the door to a tardy student. Students NOT in the classroom at the bell will be responsible to sign in on Tardy Log and report to the teacher at the end of the class. Tardies will be reset each quarter.

All **unexcused** tardy information should be logged into MyEWS by the teacher.

