

## Tardiness

- The school day starts at 8:10 A.M
- Roll is taken promptly at the 8:10 am bell. A pupil is tardy if he/she is not in the classroom when the bell rings at 8:10 am before Pledge & Prayer. (Teachers may require students to be in their seats at the bell.)
- A pupil is marked absent for a half day if he/she arrives after 11:00 am.
- Parents must send *a* note explaining any arrival after 8:10 am (*Diocesan tardiness will be retained on file for one year.*)
- Students are to sign in at the office and obtain a pass from the front desk if arriving after 8:10 am. Students who arrive during pledge and prayer are retained in the office until it is complete.
- Five (5) tardies are equal to one unexcused absence, and will be recorded as such.