

AHS 2021 - 2022

Tardy Procedures

It is the responsibility of the student to be in the classroom on time. Students are considered tardy once the tardy bell has rung.

Tardy Policy (Reports are ran every 3 weeks)

Tardy: 1-2	Verbal warning from classroom teacher
Tardy: 3-4	Wake up call at 6:30am for Periods 1 & 2 tardies
Tardy: 5	Notice to Parents of Tardy (automated call)
Tardy: 6-10	Academic Makeup Time (AMT)
Tardy: 11+	Senior Contracts, Parent Meeting, School Growth Achievement Plan (SGAP) and/or Attendance-Activity eligibility Contracts

If there are no improvements, we may conduct Home Visits, may make DCFS Reports/Referrals, may refer to SART if necessary, etc...

Truancy Procedures (TT/U/UN/C)

6: TT/U/UN/C (2 Days)	Students will receive automatic phone calls home for unexcused absences.
9: TT/U/UN/C (3 Days)	Truant Letter 1
12+: TT/U/UN/C (4 Days)	Truant Letter 2 & SART and Senior Contracts
18+: TT/U/UN/C (5 Days)	Submit a referral to SARB and recommendation to District Attorney

If there is not any improvement, may refer case to Student Attendance Review Board (SARB), may conduct Home Visits, and/or make DCFS Reports/Referrals etc¹...

¹ Each semester the tardies are set to zero to give students the opportunity to make positive changes