



Amos Alonzo Stagg High School

1621 Brookside Road, Stockton, California 95207
(209) 933-7445 • Fax (209) 954-9245

Stagg Tardy Policy and Procedures

Regular and punctual attendance is expected of all students at Stagg High School. The expectation is that students are on time to each class. Some teachers define “on-time” as in a seat, others as in the room. Students not in a classroom when the late bell rings or under the direct supervision of a staff member in the hallway will be subject to the “Tardy Sweep” and progressive consequences for tardiness.

School-Wide Tardy Sweeps

- Are coordinated by Administrator in charge of Safety (Torres) and CSM staff
- Take place daily at the start of any period across the entire campus
- Are announced over the PA system

Tardy Sweep Procedures

- CSMs, administrators, support staff and teachers “sweep” the campus directing tardy students to The Spot for processing. Students are to have their student ID
- Tardies are recorded in HERO.
- Tardies are monitored by CSMs, counselors, CWA and SWA staff and administrators for appropriate consequences and interventions
- Teachers are not to let students into the class without a tardy sweep pass.
- Teachers record student attendance and tardies in Synergy
- The student should arrive to class **within 6 minutes** of the time stamp on the slip.
- Tardies will be cleared by student attending detention.

Tardy #1-2:

- Student issued tardy slip and sent to class
- Student gets a warning

Tardy #3-6:

- Students are issued a tardy slip and assigned 30 minutes after school detention per tardy.
- Teacher calls home and notifies parent/guardian of tardies and document in Contact Log
- **STUDENT IS INELIGIBLE TO PARTICIPATE IN SCHOOL SPONSORED ACTIVITIES** (includes sports, clubs, organizations, dances, rallies, etc.) **UNTIL ALL DETENTIONS ARE SERVED.**

Tardy # 7+:

- SST is scheduled with counselor, administrator, CWA/SWA and teacher.
- 30-minute after school detention
- **STUDENT IS INELIGIBLE TO PARTICIPATE IN SCHOOL SPONSORED ACTIVITIES** (includes sports, clubs, organizations, etc.) **UNTIL ALL DETENTIONS ARE SERVED.**
- Student is placed on an Attendance Contract
- Teacher and CWA/Attendance staff continue phone calls to parent/guardian
- Continue conferences with parent/guardian ACTIVITIES (includes sports, clubs, organizations, etc.)

Seniors will need to complete their tardies BEFORE the graduation ceremony to get tickets.

AT STAGG HIGH SCHOOL, PUNCTUALITY IS INSTRUMENTAL FOR FUTURE SUCCESS. YOUR COOPERATION IS GREATLY APPRECIATED.