



F.J. DeLaine Elementary School

SUMTER SCHOOL DISTRICT

5355 Cane Savannah ♦ Wedgefield, South Carolina 29168 ♦ (T) 803.494.2661 ♦ (F) 803.494.2675

Parents/Guardians,

In an effort to maximize our instructional time and to prevent our students from accruing excessive tardies, we created a Tardy Policy for F. J. DeLaine Elementary. The policy will count the number of tardies a student has for each quarter, and the count will restart each quarter. The tardies will be addressed by the policy as follows:

1st Offense- (4th tardy of the quarter) Phone call to notify parent/guardian of the tardies. Student will be referred to school counselor and school social worker.

2nd Offense- (5th tardy of the quarter) Parent/student conference with attendance clerk; student will receive counselor referrals for future tardies in the current quarter. School counselor and school social worker will be notified.

3rd Offense- (6th tardy of the quarter) Student will receive a counselor referral. A parent/student conference with attendance clerk, school counselor and/or social worker will be held to discuss concerns. Parents will be notified of the possibilities of the student losing the privilege of participating in any special activities, such as, field trips, field day, purchasing extra items at the school store, etc. The principal will be notified to attend the next conference.

4th Offense- (7th tardy of the quarter) Student will receive a counselor referral. A parent/student conference with attendance clerk, school counselor and/or social worker will be held to discuss concerns. Parents will be notified of the possibilities of the student losing the privilege of participating in any special activities, such as, field trips, field day, purchasing extra items at the school store, etc.

Some important times to remember:

Breakfast is served from 7:00 to 7:25 AM

Students enter the classroom at 7:30 AM

Students are counted as being tardy at 7:30 AM

If you have any questions or concerns, please feel free to stop by the school or contact me at 494-2661.

Sincerely,

Maria Newton-Ta'Bon

Principal