

## **1<sup>st</sup> bell of the day at Y.E.S rings at 7:45 a.m.!**

Y.E.S. begins the day with the 7:45 a.m. bell. The tardy bell rings at 7:50 a.m. and morning announcements begin immediately after the 7:50 tardy bell. Students who are tardy miss out on important announcements, pictures taken during this time, and beginning of the day instruction. Since Y.E.S. does not have anyone on duty until 7:30 a.m., we ask students who must arrive before 7:30 a.m. to go straight to the cafeteria upon their arrival. If they do not eat breakfast they are to sit in the back of the cafeteria until our Y.E.S. staff member on duty releases them to come to the building. Please help get your child here on time daily. Your child's regular daily attendance is important to us; hopefully it is equally important to you and your child. **If your child will be absent, please call the school office at 564-2252, extension 4 by 8:00 a.m. to let us know. You may leave a voice mail message if you call before 7:30 a.m.**

Students who arrive after 7:50 a.m. are to report to the Secretary's Office to obtain a tardy slip. Teachers will not admit tardy students to their classroom without a tardy note from the office. Parents must send an excuse note with their child for each tardy. At Y.E.S. the following action will be taken for 1<sup>st</sup>-5<sup>TH</sup> grade tardies:

<b><u>Number of Tardies</u></b>	<b><u>Action Taken</u></b>
<b>1-5</b>	<b>Verbal Warning per tardy</b>
<b>6-9</b>	<b>One lunch detention per tardy</b>
<b>10+</b>	<b>One after school detention per tardy</b>

**NOTE: Students in PK and Kindergarten will serve one lunch detention per tardy for all tardies accumulated after the 5<sup>th</sup> one.**