

# Macario Garcia Elementary



## *Learning and Improving Each and Everyday*

### TARDY POLICY

Our school day starts at 7:45 am and students arriving after 7:46 am are considered tardy and will receive a tardy pass to be admitted to their classroom.

Students receiving three tardy passes within a month or pulled out for early release, will lose extracurricular privileges such as field lessons, classroom activities or school wide or grade level programs, as well as, not qualify for perfect attendance.

### ATTENDANCE POLICY

Texas Education Compulsory Attendance Law states school age children must attend school every day that school is in session.

If a student is absent, an excuse for the absence **must be stated in writing and signed by the parent or guardian of the student**. Excuses must be returned when the student returns to school. Failure to do so will result in an unexcused absence.

If a student returns to school after 9:45 am with a verification form from the doctor or dentist's office, the student will not be considered absent for that day.

#### Early Release

Students leaving school early are required to bring a written excuse to the teacher in the morning. Homework assignments, notices or school information may be missed should your student leave without prior notice.

### PLEASE SIGN AND RETURN TO SCHOOL

**I have read and understand the above requirements for Garcia Elementary school wide discipline plan regarding attendance and late arrivals of my child.**

Student Name	Parent/Guardian Signature	Date