



Tardy Procedure

Stockton School 2012-13

- New tardy slip has “IMPACT” check box.
- If IMPACT is checked, student has been marked tardy by front desk/office in IMPACT.
- If it is not checked, teacher must change absent to tardy that day.
- If teacher is not able to change it that day (there’s a sub, the teacher forgot), the tardy slip must go to the office for Nohemy or Vedad to change by the *next school day*. If this is not done, student will have an absence listed on their record.

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