



# FCE Note about Tardies

April 12, 2017

Parents of New Kindergarten Fountain City Elementary Students,

We would like to clarify the morning arrival routine with you and restate the expectations of being on time to school. We also realize that parents may not know their child is being marked tardy until the Interim Report or Report Card. This is our communication with parents and families to assist students in avoiding tardies that are documented on a child's permanent attendance record. We have included responses to the listed questions below.

## What time are students marked tardy?

- Arrival begins no earlier than 7:10 a.m. There is NO staff on duty before 7:10 a.m. They are preparing for the day.
- **If your child is not in his/her classroom, in his/her seat, and ready to learn by 7:45 a.m. when the tardy bell rings, then he/she is marked tardy.**
- Just because a student walks into the building right before the tardy bell rings, does NOT make him/her on time to school.

## What if my child needs to eat breakfast?

- **Breakfast is served beginning at 7:10 a.m. Breakfast is closed at the 7:35 a.m. bell,** when all students should be walking to their classrooms to get ready for instruction.
- If your child is still eating breakfast and he/she was not dropped off in enough time to eat and walk to his/her class, he/she is **still considered tardy.**
- If your child is supposed to eat breakfast **and** get to class by 7:45 a.m. then arrival is recommended earlier than 7:30 a.m.

## What if my child does not eat breakfast?

- If your child does not eat breakfast at school, then time must **still** be allowed for walking to class by 7:45 a.m. **Just because a student walks into the building right before the tardy bell at 7:45 a.m. does not make him/her on time to school.**
- Please make every effort to drop your child off in plenty of time to eat breakfast (if needed) and to walk to his/her classroom. **The recommended time for drop-off is between 7:15 and 7:30 a.m.**

Please feel free to call the office to ask questions about the procedures. We hope we can work together and communicate with parents about each child's individual needs in order to create goals to help students be successful in school! Being on time is the first step! ☺

Tina Holt  
Principal

Renee Rupeka  
Assistant Principal