

Student_____

Number of Tardies_____

Dear Parent/Guardian

I am writing in regards to the tardies your child has accumulated in my class. I wanted to let you know that the policy and consequences for tardies are the same as last year. I have given the policy below.

On the 3rd/4th tardy, the parents are to be notified of the student's tardies. On the 5th tardy, the student is sent to the office and will receive one day of CIA, and a court warning regarding truancy will be sent to the parent. On the 7th tardy, the student will receive 3 days of CIA. On the 9th tardy, 3 days of CIA will result and a referral to truancy court will be made. On the 10th and subsequent tardies, the student will receive CIA and/or ISC assignment.

I ask that you please talk to your child about the importance of being on time to class. Thank you in advance for your time and concern. If you have any questions, please call me at 832 668-7236, or e-mail me at pfowler@dpisd.org

Sincerely,
Ms. Peggy Fowler
Interior Design

Please read the following and sign below to let me know you received this letter.

I have read and understood the above

Parent signature_____

Student Signature_____

If you have an e-mail address that I can use in the future, please write it below.

E-mail _____

Please have your child return the letter back to me.

