

Lawrence Sena, Principal Gallup High Isena@gmcs.org

Assistant Principal

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1st-3rd tardy

Students are issued 3 individual tardy passes (in any one class) that can be used when tardy. Once a student no longer has a tardy pass, they will begin the next step of the tardy process.

$4^{th} - 5^{th}$ tardy

Student is sent to the office and assigned lunch detention.**

*Student's privileges to attend school activities are suspended if detention is missed until detention is served.

Suspended Privileges include the following but not limited to:

All school dances and graduation ceremony participation. Parent notifications will be handled through the Assistant Principals' Office. Participation in all extra-curricular activities (Athletics, Band, Dance, Cheer, School Dances, Leadership, Senior activities, and any activity sponsored by GHS that takes place outside the normal school day of 8:00 am - 3:10 pm.

*Tardy passes are only issued up to 15 minutes after the class period begins including students clearing absences.

6th tardy

Once a student has received their 6th tardy in any class, they will be placed on probation for 1 week (5 school days). During the probation period if the student receives another tardy, they will be placed on **TAP**.

TAP (Tardy and Attendance Program) all privileges to attend or participate in extra-curricular activities will be suspended for 1 week (5 school days). The student will then be placed on probation for the next 3 weeks. If the student maintains less than 3 tardies in all classes for a current probation period, the student will be off probation. If at any time during the probation period tardies exceed the allowable 3, the student will be assigned another 2-week suspension. Followed by another probation period.

**Any student who receives their 4th tardy will be required to schedule a conference with their parents and an Assistant Principal to help develop a plan to alleviate the student from being excessively tardy.

*** Five (5) unexcused tardies (during a 9-week period) in one (1) class, shall count as an unexcused absence. Each tardy thereafter (during a 9-week period) will also count as an unexcused absence.