

# Johnson Elementary School

## REBELS ON TIME (ROT)

2016-2017

### Purpose:

To cut down on Chronic Tardiness

### Length of Duration:

The program will start over every Nine Weeks Grading Period.

### Procedures for Teachers:

1. Students should be in your classroom before the 7:35 bell rings. If they are not in your classroom, they are tardy and must check in at the front office and receive an orange admit slip (ROT Pass)
2. Take roll after the Pledge, National Anthem, and Moment of Silence.
3. Do not allow a student to enter your class late without an orange admit slip (ROT pass) or a written note from another teacher.
4. Teachers will log tardies in the grade-book and file ROT passes in a safe place as a backup to the office. (Please write the student's name and the date tardy on the orange slip.)

### Procedures for Students:

1. If you are tardy, you will go directly to the main office to get a ROT pass.
2. Students will not be permitted to enter class late without a ROT pass or a written note from another teacher.

### Procedures for Administrators:

1. Administrator will receive list from Officer Clark on 2nd Tardy and every tardy thereafter.

### Discipline:

- 2<sup>nd</sup> Tardy – Written Warning
- 3<sup>rd</sup> Tardy – Parent Phone Call from Officer Clark
- 4<sup>th</sup> Tardy – 1 day of detention
- 5<sup>th</sup> Tardy – 2 days of detention
- 6<sup>th</sup> Tardy – 1/2 day ISS
- 7<sup>th</sup> Tardy – 1 day ISS
- 8<sup>th</sup> Tardy – 1 day OSS

