

## Attendance / Late Policy

Attendance is a crucial part of a Jesuit Education. Students are expected to be present every school day. Absences occur, but it is vital that the student and parents work to ensure that they happen as infrequently as possible and are truly unavoidable.

A good habit of regular attendance prepares a student for academic success and responsible behavior both in school and for life. Because of the challenging academic environment that our curriculum offers, failure to attend classes regularly can adversely impact a student's progress and grades. Furthermore, the interaction and personal relationship between students and their teachers and peers are aspects of education that cannot be made up once they are missed.

It is the responsibility of the parent to notify the school of the absence of their child(ren). Parents are asked to call the school at 726-0024, email [cnoseworthy@stbons.ca](mailto:cnoseworthy@stbons.ca) or use the school app which can be found at: <https://www.pullappsforschools.com/st-bonaventures-college/>.

### Late arrivals

Students are expected to be in their homeroom before the 8:45 a.m. bell. Mullock Hall students who arrive after the 8:45 a.m. bell will go directly to the office and will be issued a late slip then proceed to homeroom.

**Three morning lates (unexcused)** will constitute a conference with the Assistant Principal (Students). Appropriate consequences will be administered at the discretion of the Administration.

Parents will be notified (via email) after the second unexcused late informing them that should a third late occur a 30 minute detention will be administered.

Detentions will take place 3:15-3:45 p.m. on Friday of each week and take place in the Resource Room. Failure to comply with the late policy will result in suspension / expulsion from St. Bonaventure's College.

### Late to class

The following is the procedure for students who arrive late to class:

- 1st Late: teacher conferences with the student and records the late.
- 2nd Late: teacher conferences with the student to inform them that an email will be sent to their parent advising them that the next late will result in a follow up conference with the Assistant Principal (Students).
- 3rd Late: the student is *not admitted* to class and is sent directly to the Office. The Assistant Principal (Students) will contact the parent for a meeting and find a solution. Appropriate consequences will be administered at the discretion of Administration.