

Student Late Arrival Policy (September 2022)

Developed in correlation to the Independent School Act (BC).

Policy

The School creates a daily schedule for arrival, dismissal and breaks. All students are expected to be in their classrooms ready to start the day by 8:20AM, and dismissed at 3:20PM.

The School stresses that all allocated learning time is valuable for all students, and all efforts should be made to ensure that students are on time on a regular basis to participate in learning activities.

Early Late Arrivals (8:20-8:35)

Students who arrive to school after 8:20AM but before 8:35AM, may go directly to their classrooms. These early late arrivals will be subject to the late policy of the classroom teachers. The classroom teacher will mark the student late and note the reason on the schools learning management software (MyEducation BC).

Late Arrivals (8:35 of after)

Students who arrive to school after 8:35AM must sign in at the office, retrieve a late arrival slip, and then proceed to their classroom with their late arrival slip acknowledging that they have checked in at the office and marked late. The office will mark the student late and note the reason on the school's learning management software (MyEducation BC).

Bus Students

It is understood that at times students, who come to school via the School bus, may arrive late due to unforeseen circumstances. Students who arrive to school late via the School bus may go directly to their classrooms, and inform their teacher of the reason they were late. The teacher can update the school's learning management software (MyEducation BC) accordingly.

Continued Late Arrival

Students who continue to arrive late to school on a regular basis may face disciplinary consequences. Continued late arrivals will be discussed with families to resolve the issue and voice any concerns in order to create a plan of action to ensure that the student is arriving to school on time on a regular basis. If the continued late arrival is not corrected, students can be asked to make up the missed academic time at recess, lunch or after school.

The School reserves the right to alter this policy at any time to meet the needs of the school.