

ATTENDANCE/TARDY POLICY

ABSENCES Parents or Guardians are required to inform the Commandant's Office as soon as possible if their child is unable to attend school due to illness, family emergencies, or religious observance. Cadets either absent or tardy from school must ensure that their parent/guardian informs the Academy by 0800. A parent/guardian may leave a message with the Commandant's Office at 727-384-5505, or email the Assistant to the Commandant, Marilyn Dege, at mdege@farragut.org or provide faxed documentation to 727-347-4348. The Commandant's Office also requires a written excuse upon returning to the Academy.

Admiral Farragut Academy attendance policy will be as follows:

- A cadet will not be able to participate in an athletic event if he/she isn't at school by 1000 that day.
- A cadet will not be able to be on an athletic team if they have excessive non-school absences.
- A cadet will not be able to attend certain field trips if he/she has excessive non-school absences.
- Upon the 10th non school-related absence (i.e. field trips, athletic event) from school in a semester, parents will receive a letter to report to a required conference with the Deputy Commandant. Upon the 10th non school-related absence, the cadet will lose driving privileges on campus.
- Upon the 15th non school-related absence from school in a semester, cadets will be ineligible to receive credit for their courses and the Commandant may withdraw that cadet for violation of the attendance policy.
- Upon the 28th non-school related absence, a cadet may be expelled from school.

EARLY DEPARTURE/LATE RETURNS FROM VACATIONS Cadets will not be excused from class due to poor transportation planning with regard to long weekends and authorized vacation time. Florida State Law mandates that all cadets attend a prescribed number of school days per year, and authorized vacations and long weekends have been precisely factored into that equation. Vacations/appointments causing time away from school should be scheduled during breaks.

TARDY If a student is tardy upon arrival to school, report to the Commandant's office for a pass to class.

- Students who are tardy for the second time in a semester will receive a warning. After the third tardy, it may affect the student's grade.
- Fourth tardy - 1 hour detention after school with the Commandant or his designee.
- Fifth tardy - letter to parents advising them of excessive tardiness.
- Sixth tardy - parent conference with the Commandant.
- Seventh tardy - will result in ISS or OSS.

If a student is more than 20 minutes late for a class, it will be considered absent.

I have read and understand the Attendance/Tardy Policy.

Cadet Signature Date

Parent/Guardian Signature Date