

P1475 PUPIL MAKE-UP TIME

BOARD POLICY:

A pupil may be required to report before or after regular school hours in order to resolve problems related to attendance, behavior, or class work.

Administrative Implemental Procedures:

1. In the event that a pupil is to report before or after school hours for a period of time involving 15 minutes or more or for a period of time affecting normal transportation arrangements, the parents shall be notified by school personnel prior to the reporting time.
2. When a pupil is detained at school beyond the normal dismissal time, the teacher or administrator shall give appropriate consideration to factors of pupil transportation, traffic patterns, weather, and any other extenuating circumstances.
3. The age and grade level of the pupil shall be considered in determining the length of time a pupil may be detained after school or required to report before school or return to school on Saturday. Under no circumstance should a pupil be detained over one hour.
4. The pupil involved should report to the teacher or administrator who has assigned the extra time.
5. Considerations involving pupil transportation cannot be over-emphasized. It is essential that a pupil using scheduled transportation be provided a reasonable alternative when requested to "make up time." The necessary arrangements shall be made between the pupil, his/her parents, and the teacher or administrator involved.

Administrative Responsibility: Elementary and Secondary Education Offices

Latest Revision Date: March 2008

Previous Revision Date: July 1994 P1475

Updated administratively for alignment purposes: January 2014