



*From the desk of Tara Ranzy, Principal*

October 26, 2015

Dear Building 21 Families,

Due to a high volume of lateness to class, Building 21 will enact a new tardy policy, effective this Wednesday, October 28, 2015.

**New Building 21 Tardy Policy:**

- Students who arrive late to class without a pass **MUST SIGN** late clipboard before taking a seat.
- By signing the late clipboard, students acknowledge that they are late to class and **must serve a same day detention. It is the student's responsibility to make his her parent/guardian aware when they have to serve a detention after school.**
- Detention will run from 4:30pm to 5pm in the auditorium.
- If a student fails to attend the detention, they must return the next day with a parent/guardian to be admitted back to class.

Thank you in advance for your cooperation, for decreasing student tardiness will increase instruction time, college and career readiness. As always, contact Principal Ranzy if you have any questions or concerns.

Sincerely,

Building 21 Staff

2000 North 7th Street  
Philadelphia, PA 19122  
Phone: 215 684 2030  
Fax: 215 684 2172  
E-Mail: [tranzy@philasd.org](mailto:tranzy@philasd.org)