

# New Trier Northfield Campus

## *EVERY MINUTE COUNTS!*

### ATTENDANCE IN CLASSES



Students are expected to attend all scheduled classes while on campus.

### ON TIME ARRIVAL

Students should arrive to school and all classes on time.  
Adviser Room begins at 8:00am



\*Chronic tardiness may impact extracurricular participation

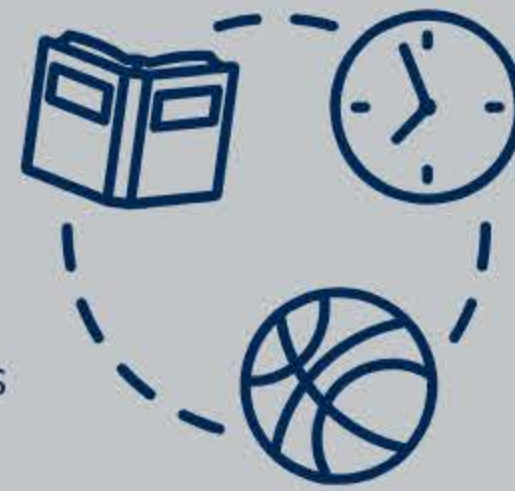
### ATTENDANCE IN KW



Students are expected to attend Kinetic Wellness as scheduled. Students who do not attend Kinetic Wellness will be required to make up the time during their free period as outlined by the Kinetic Wellness teacher.

### EXTRACURRICULAR PARTICIPATION

If students are absent for four or more 40 minute periods, or two full blocks, they are not eligible to participate in extracurricular activities that day.



ADV = 1/2 block (40 min period)

### SIGN IN/SIGN OUT



For partial day absences, students are required to sign in and out at the Attendance Office which is located on the 2nd floor of B Building.

### NEED TO STUDY?

Students are not permitted to miss class to study, prepare for other classes or meet with other teachers. During lunch or study hall periods: AAC is located in Room A405 Library Quiet Study Room is available.



### MISSED WORK POLICY



Contact teacher within 24 hours  
Check Canvas  
Make up work as directed by teacher.  
A 0% place holder will be put in the gradebook for assessments

### ARRIVAL TO CLASS

Students who arrive after the bell will be marked tardy to class. Students who are more than 20 minutes late will be marked absent from that class.



### NOT FEELING WELL?

Report to Health Services in Room D105

If missing a class, students should obtain a pass from their teacher. **Students who are ill must sign out through Health Services to be excused.**



### TOGETHER WE WILL...

Learn  
Grow  
Explore  
Develop  
Support  
Respect



2024-2025