28 November 2018

Dear Parent/Carer

Punctuality

Over the last couple of weeks there has been an increase in the numbers of students arriving late for school. Students who arrive late miss the beginning of their first lesson; this means that they miss learning time and often disrupt the teaching and learning of others.

We would be grateful for the absolute support of all parents/carers in ensuring that their child leaves home early enough each morning to get to school on time and in encouraging them to be punctual. They should be in school for 8.00 am, lessons start at 8.15 am.

Students who arrive late without a reasonable explanation such as an appointment (which we should be informed about before the day) are issued with a 30 minute Behaviour Review that evening; this is increased to an hour should a student fail to attend.

We are very close to our Christmas break, and this year we have over two weeks off. It would be appreciated if for the last couple of weeks of term you can support us in ensuring that your child is punctual every day.

Thank you for your continued support.

Yours sincerely

Philip Grant
Principal