

Headteacher: Dr. J Bartlett – NPQH, PGCE, D.Phil, M.Chem **Specialisms:** Mathematics

LMT/CA

22nd March 2022

Dear Parents/Carers,

We are becoming increasingly concerned about the poor punctuality of a number of pupils over this term.

When pupils arrive late, they miss out on calm and settled start to the day including tutor time or an assembly. They also miss out on essential instructions given at the beginning of the lesson. This can significantly reduce achievement, regardless of academic ability. Your child may also feel awkward arriving to the classroom when everyone else is settled. Furthermore, when pupils arrive late, it disrupts the entire class and the teacher – everyone's education is compromised.

It is very important that children establish good routines and habits in preparation for the rest of their lives. Punctuality is a life skill that they need to develop whilst they are young. We are required to monitor children's punctuality and attendance.

On-going lateness is classified as an unauthorised absence and this is contrary to The Education Act, therefore legal action may ensue.

- 8.30 a.m. Start of the school day. The gates open from 8.15am.
- 8.33 a.m. Pupils are late if they arrive after this time
- Pupils arriving late to school will receive a same day 30 minute after school detention. Multiple lates will incur greater sanctions.

Parents have a duty to ensure their child's regular attendance at school and failure to do so is an offence under Section 444(1) of the Education Act 1996.

Minutes late per day during the school year	Equals days' worth of teaching lost in a year
5 minutes	3.46 days
10 minutes	6.9 days
15 minutes	10.3 days
20 minutes	13.8 days
30 minutes	20.7 days

Your support with this is greatly appreciated and if we can do anything further to support you with ensuring that your child attends school on time please do not hesitate to get in touch.

Yours sincerely



Miss L. Struthers
Assistant Headteacher