

## ***Punctuality***

### **Punctuality:**

Good punctuality is an excellent life-skill and we expect all our students to arrive in school before 8:40am. For any student who arrives after 8:45am, we operate a 'late gate' and students will receive a sanction.

### **As a parent, you can help by:**

- Contacting the school when your child will be absent.
- Booking doctors and dentist appointments outside of school hours.
- Supporting your child to attend as often as possible by reminding them on the importance of school attendance.
- Ensuring your child arrives at school by 8:40am each morning.

### **As a school, we will help by:**

- Following up on every absence ensuring that no absence goes unnoticed.
- Acknowledging and rewarding good attendance and punctuality.
- Reminding parents and students about the importance of attendance and how it is measured against attainment.
- Letting parents know if we have concerns regarding their child's attendance and punctuality.

### **As a student, I can help by:**

- Attending school every day, on time, to give you the very best chance of success.
- Participating in the inter-house competitions for attendance and punctuality.

We have a detention system to discourage poor punctuality. Students who are late by 30 minutes or less, are issued a Break B detention. Students that are late by over 30 minutes are issued with a one hour after school detention the following day. This system has proved to be effective in reducing the number of students who arrive late to school.

Arriving just 5 minutes late every day equals missing 3 days of education over the whole year. Arriving half an hour late every day is equivalent to 18 days absence.

Arriving more than 30 minutes late = U Code = ABSENCE MARK.

The school day begins at **8.40 a.m.**

AM Registration is at **8.45am** and PM Registration is at **12.45pm**, in lesson 4.