

21st September 2026

Update to School Punctuality Policy – Same-Day Detention Implementation

Dear Parent/Carer,

I am writing to inform you of an important update regarding our school punctuality policy. Punctuality is a crucial life skill and vital for ensuring students do not miss out on key learning messages at the start of the day. Arriving on time ensures that students start the day prepared, focused, and ready to learn. Overall punctuality is good but a small minority of students, mainly those who walk to school, are arriving late and therefore not having the effective start to their day that is needed.

Starting from **Tuesday 22nd September**, any student who arrives late to school without a valid reason will be required to serve a **30-minute same-day after-school detention**. We appreciate that the majority of our students arrive by bus and therefore if the bus is late to school this is classed as a valid reason.

Should your child arrive late to school and receive a detention, a text message will be sent home to inform you of the detention and your child's punctuality will be monitored over the course of the term.

We kindly ask for your full support in encouraging your child to leave home with adequate time to arrive promptly. If there are exceptional circumstances or valid reasons for lateness (such as a medical appointment), please contact the school office as early as possible on the day.

Thank you for your continued cooperation in maintaining high standards across our school community.

Yours sincerely,

Mrs K Causier
Assistant Principal