



3 December 2019

Dear Parent / Carer

As we come towards the end of a very successful term it seems an ideal time to remind students and parents of the expectations of the school day in terms of punctuality.

Punctuality is a very important discipline which helps to structure our daily lives. Schools have a duty to prepare students for life in the 21<sup>st</sup> century as positive citizens, a part of this journey is to reinforce the importance of good punctuality. Many of our students have excellent punctuality and arrive at school on time but we still have a number of students who arrive to school late on a regular basis.

Students who arrive late miss form time, assembly and the beginning of their first lesson. This means that they are absent for important information and often disrupt the teaching and learning of themselves and others. We would be grateful for the absolute support of all parents / carers in ensuring that their child leaves home early enough to get to school on time and in encouraging them to be punctual. Students need to ensure they are through the school gates at 8.40am and outside their classroom for 8.44am.

Our procedure for dealing with consistently poor punctuality will now be a 20 minute detention at 3pm that day. This will be for students who arrive late, without good reason.

If you are experiencing difficulties in getting your child to school on time we ask that you inform the relevant PAM/PAL so that we can give you as much support as possible. Please contact the relevant PAM if you would like to discuss this further.

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Yours sincerely  
Bridgewater High School

