

Wednesday 7<sup>th</sup> June 2023

Dear parents and carers,

### **Punctuality expectations**

I hope you have all had the opportunity to spend some well-earned time together over the half term holiday. As we look ahead to the final half term of the year, I wanted to update you on some changes to our punctuality system.

This year, we have been delighted to see rates of attendance improving, levels of persistent absence decreasing and increasingly consistent punctuality. We will continue to recognise positive and improving attendance via rewards and celebration assemblies.

Positive attendance and punctuality are the foundation on which good schools are built. All students are expected to be present and ready to learn at the start of the school day, beginning with tutor time. This period is critical part of the school day and ensures that all students are well informed on vital aspects of school life.

**All students are expected to arrive at the school gate by 8.25am each morning and be present at their tutor room or assembly by 8.30am.** From Thursday 8<sup>th</sup> June, a student arriving late to school after 8.30am, will be issued with a 30-minute punctuality detention for that afternoon, after school. A text will be sent home to inform parents and carers of the detention and the student is responsible for completing the sanction after school. Should a student fail to complete the same day detention, a 60-minute detention will be issued for the following day. Failure to complete the 60-minute detention will result in time in seclusion and completion of the 60-minute detention.

To note, where a student arrives late after the close of the register at 8.50am, they are logged as absent for the full morning session. This has a direct impact on a student's overall attendance figure for the year.

As many parents and carers will have read in the press, attendance is a national priority following the Covid pandemic. We want our school to have excellent levels of attendance every day. This creates a sense of routine and ensures that all our students have the best chance of reaching their potential.

Research clearly highlights the link between high levels of attendance and academic outcomes. <https://explore-education-statistics.service.gov.uk/find-statistics/the-link-between-absence-and-attainment-at-ks2-and-ks4>

95%	=	<b>40 LESSONS MISSED EACH YEAR</b> 8 days in total or 1 week and 3 days
90%	=	<b>80 LESSONS MISSED EACH YEAR</b> 16 days in total or 3 weeks and 1 days
85%	=	<b>120 LESSONS MISSED EACH YEAR</b> 24 days in total or 4 weeks and 4 days
80%	=	<b>160 LESSONS MISSED EACH YEAR</b> 32 days in total or 6 weeks and 2 days

## **ATTENDANCE MATTERS**

**WHAT DO YOUR ATTENDANCE FIGURES ACTUALLY MEAN?**

**BE SMART BE THERE!**  
Percentages based on 190 academic days

### **Contact details**

We would advise all parents and carers to inform the academy if your contact details have changed recently, particularly in relation to telephone contacts. To update your details, please use the Microsoft form via: <https://tinyurl.com/69vxwds>

I would like to thank all our parents and carers for their continued support in raising standards at our academy.

Yours sincerely,



Mr C Turner  
Headteacher