

If you need assistance in reading this letter, please contact the school office.
إذا كنت تحتاج مساعدة في قراءة هذه الرسالة، فضلاً اتصل بمكتب المدرسة
Hadaad u baahan tahay in lagu akhriyo warqadan la soo xidhiidh iskuulka xafiiskiisa.

اگر اس خط کو پڑھنے میں مدد کی ضرورت ہو تو اسکول سے رجوع کریں
Ak potrebujeate pomoc s prečítaním tohto listu prosim kontaktujte školský úrad



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Headteacher: Simon Hawkins

Our Ref: EMO/AMe

27th October 2017

Dear Parent/Carer

Our high expectations and standards include punctuality to school and lessons. We need your help and partnership to support this work:

- please encourage your child to organise their school uniform and equipment the night before school so they have a smooth start to their day;
- thank you for ensuring your child is up in good time each morning with enough time to have breakfast and a timely journey to school; and
- we are grateful for you reminding your child they need to be at school before the bell rings at 8.40am

Please remember we serve breakfast in school from 7.30am for every pupil that wants to buy it.

From Monday 6th November 2017, our school is working in partnership with Oasis Fir Vale Primary School to provide 'wake up calls' for those children for whom this would be helpful. We want this to be a positive intervention to help children leave for school in good time.

Each pupil is expected to arrive promptly to school and each lesson. If a pupil arrives late to school or a lesson on two occasions within the same day, they are issued with a 30 minute after school detention for the same day and parents/carers are informed via text message. If a pupil is late to school or lessons on five or more occasions within a week they are issued with a 60 minute detention on a Friday after school and parents/carers are informed via text message.

If poor punctuality persists, our school arranges a parental meeting that may involve outside agencies, the Local Authority or the police. We are aware that fixed penalty notices have been issued by Sheffield Council recently for poor punctuality.

Our ambition is to support and work together with pupils and their families to raise standards of punctuality and accelerate learning and progress and prepare our pupils for further study and employment. I value your help and support and please contact our Attendance or Pastoral Team if you would like to discuss this further.

Yours faithfully

S. D. Hawkins

Simon Hawkins
Headteacher

