

6<sup>th</sup> November 2018

Dear Parent/Carer

In our continued efforts to improve standards in the Academy we will be introducing a new sanction for lateness from this term.

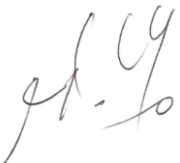
Any student that arrives to the Academy or their first lesson after the second bell has rung, without good reason, will be recorded on the register as being late to lesson. If a student has 2 or more recorded late marks they will be placed in a 1 hour detention on Friday afternoon. You will be informed of this by Thursday afternoon.

Lateness to any lesson causes significant disruption to the learning of students and therefore we wish to improve this situation throughout the Academy reducing the number of disruptions to your own child's learning.

The Academy expects your child to be on our site, in the correct uniform, by 8.30am at the latest allowing them time to move to their classroom, sit down and be ready to learn by the 8.40am when the second bell rings.

We would like to take this opportunity to thank you in advance for your continued support with this matter.

Yours sincerely



Mr G Rodulfo  
Head of School