



Montgomery Academy

An Academy within the Fylde Coast Academy Trust

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Inspiring Excellence Together

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Expectations and consequences regarding punctuality to school

Dear Parent/Carer,

I am writing to make you aware that the punctuality initiative that we trialled in July this year will be reintroduced from **Monday 16th September for Years 9 and 10**, followed by **Monday 23rd September for Years 8 and 11**. Our trial was really successful in reducing lateness to school. Students have had a week and a half now to refine their means of getting to school to ensure that **they are here and through the gates by 8:45am**. We will extend this policy to the new Year 7 later in the term.

When students arrive late to school, they not only impact their own learning but they also disrupt the learning of others. Students arriving late disturb the start to lessons, distracting teachers and other students from the learning that is taking place. It also takes up important administrative time.

In an effort to encourage students to arrive on time we introduced the following consequences in July:

- **All students who arrive after 8.45am but before the gate closes at 8.50am will receive a 15-minute detention after school the same day**
- **Any student who arrives after 8.50am will receive a 60-minute detention after school the same day**

Parents and carers will be informed via text message if their child has been late and has been given either a 15-minute or 60-minute detention after school that day.

We understand that there are occasions which may cause students to be late that are outside their or their parents/carers control, and we will be receptive if we are contacted about such incidents as quickly as possible. However, these scenarios are few and far between and will not include everyday issues that can be resolved by setting off on the journey to school earlier. A bus being late or a significant incident at home may be considered and the validity of any reason will be decided by the school. We are aware that one bus in particular has been causing problems since the start of term.

We hope that you can understand the reasons why we are working hard to improve punctuality and despite the pressures of everyday life, can support us here at Montgomery to better equip your child for their future careers by promoting the importance of good time keeping.

Please can you talk through this policy with your son or daughter so that they are clear on the expectations and consequences regarding punctuality to school. For Year 11 students, punctuality is also a prerequisite for getting and keeping their blue Year 11 tie.

Yours sincerely,

Mr. Careless
Headteacher