



Dear Parents and Guardians,

At Tottingham, we strive to instil important values that shape the character and success of our students. Our three core values - Kindness, Excellence, and Enthusiasm - serve as guiding principles in all that we do, and they play a crucial role in our educational environment. Today, I want to discuss the **importance of punctuality** and how it ties directly into these values.

When students arrive punctually, they demonstrate a commitment to making the most of every opportunity to learn. This helps ensure that they receive the full benefit of each lesson, enabling them to excel academically and personally. Lateness to lesson can also disrupt the learning of others which we are keen to avoid.

Our drive to ensure that all students are not missing valuable learning opportunities **begins on Monday 10th March 2025**. Your child will have an assembly on how we will be tracking lates to lessons. This will be communicated so that all students are aware of the changes, as demonstrated in the flow chart attached.

Rewards: Rewarding excellent behaviour

Rewards in school play a crucial role in motivating students and reinforcing positive behaviours. They serve as recognition for academic achievements, good behaviour and demonstrating the Tottingham Way, which can inspire students to continue striving for success. Therefore, we intend to implement the following rewards on top of our usual green points rewards, to encourage continuous improvement and create a school culture where students feel valued and motivated to engage in their learning. Examples of these are below:

- Weekly assemblies with certificates to celebrate attendance and no lates
- Prize draws for 'Friday takeaway treats' with the headteacher.
- Prize raffles for vouchers linked to attendance and behaviour.

As we continue to uphold these values and reward our students, we kindly ask for your support in reinforcing the importance of punctuality at home. Encouraging your child to arrive on time, prepared, and ready to participate will not only enhance their learning experience but also help them embody the values of kindness, excellence, and enthusiasm in their daily lives. Thank you for your continued partnership in supporting your child's education. Should you have any questions or concerns, please do not hesitate to reach out.

Kind regards,

Mr David Yates
Headteacher