

2 December 2019

Dear Parent/Carer,

We would like to take the opportunity to congratulate the large majority of our students who have not had one late mark since September. Some of you are travelling from as far away as Barnsley and Sheffield, despite the barriers this may create, you are arriving on time which shows great commitment to our school.

Unfortunately, since October half term there has been an increasing number of students who have not arrived at school on time, and I am writing to you to raise the importance of punctuality and ask all parents/carers to support the schools endeavour to reduce the number of lates.

We are mindful that the current roadworks are significantly impacting on punctuality. The road works are scheduled until the end of **March 2021** and we cannot allow this to impact on punctuality to school as this affects the efficient running of the school and ultimately student learning. As a school we understand that mornings can be very stressful and challenging for a family. If you do experience difficulties we ask that you inform the school so that we can give you as much support as possible.

One way we can help students and parents/carers is the running of our Breakfast Club which is open from 8.00am. Feedback from parents who make use of this facility is very positive and they have acknowledged that leaving the house early to make use of our breakfast facilities helps them to avoid the traffic and delays. Do consider this as an option if you feel it will help.

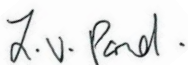
Attached is a list of additional tips which may help you during this time whilst there is a significant build-up of traffic.

If your child is late despite your/their best intentions, it is school policy that they will be given a late mark and a 30 minute lunchtime detention. In exceptional circumstances, e.g., medical appointment, traffic accident a late mark will not be given. Please only call the school in exceptional circumstances. **Slow traffic will not be accepted as an exceptional circumstance.**

As a school, we recognise the importance of parents and carers in ensuring their child arrives at school on time. We would therefore like to urge you to support the school by making sure your child arrives early to school. This means they will have access to the important messages during registration, have time to speak to their form tutor and fully participate in our diverse tutor programme. Consequently, they will be ready for the day ahead and will not miss any important lesson time from the start of period 1.

Thank you for your continued support. As a parent myself, I would like to remind you of some useful 'reminders' when trying to ensure your child arrives on time (please see overleaf).

Yours sincerely



Mrs L Pond
Interim Headteacher



Hungerhill Academy Trust
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Strategies to support a punctual start to the school day:

- Rethinking the meaning of “on time.” People who are always on time are really people who arrive early every day—and acknowledge that things can go wrong to set them back several minutes. When things do “go wrong” these students arrive on time.
- Understanding the importance of being on time. Students who are always on time are the people who achieve well at school. In the working world, the people who are always on time are the people who achieve success.
- Getting enough sleep. If your child has trouble getting out of bed in the morning, then make every effort to get them to bed earlier. Sufficient sleep is essential for maximum brain function anyway, so you really don’t want to ignore this aspect of your daily routine.
- Giving a realistic amount of time to dress and groom. Your child can do this with a simple exercise: Get them up early one morning and time them (moving at a normal pace) to see how long it takes them to get ready. You may be surprised at the time it takes, especially if you find they have been trying to squeeze forty minutes worth of grooming into fifteen minutes each morning. You can try creating a time management clock.
- Knowing exactly when you need to be at the destination and subtracting fifteen or twenty minutes to establish the arrival time. This will give them time to go to the toilet or chat with friends. Form time begins at 8:40am. Your child should arrive at the school by 8:30am and be in their seat at 8:40am.
- Reviewing the solutions to potential barriers? If the bus is always late or full check the time for the earlier service. Listen to traffic news. If your child depends on public transportation to get to school, always keep an eye on schedule interruptions.
- Having a backup plan for transportation. If your child normally rides to school with a friend, think ahead and ask them to plan what to do if that friend gets sick.
- Setting your clocks forward by ten minutes. This is a little psychological trick that many people play on themselves. The funny thing is, it really works.
- We need to work together as a community to help each other with this ongoing challenge. Please support one another if you are able to.



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