

Dear Parents/Carers,

As we approach the new half-term, we would like to remind all families of our expectations regarding punctuality and attendance across the school day. Maximising learning time is essential to ensuring that all pupils achieve their full potential, and we appreciate your continued support in reinforcing these expectations at home.

The school day begins at **8:35am**. All pupils are expected to be on site, inside the building, and making their way directly to tutor at this time.

Any pupil who arrives at Tutor after **8:40am** will receive an after-school detention on the same day. The only exception to this will be where a pupil arrives late due to a school bus delay, **providing that the bus was timetabled to arrive before 8:35am**. In these circumstances, pupils will be issued with a late pass and will not receive a detention, as the delay is outside of their control.

Any pupil arriving late to school for any other reason will receive an after-school detention with the Attendance Team.

We are also aware that some pupils are arriving on site on time but are then failing to make their way promptly to tutor. Please note that these pupils will also receive an after-school detention for being late to tutor.

In addition, pupils are expected to move promptly between lessons. Pupils are given four minutes to travel to their next lesson this is more than ample time moving around our building. Any pupil arriving late to lesson will receive an automatic after-school detention.

These expectations are in place to ensure that learning time is protected, lessons begin promptly, and all pupils develop the responsibility and organisation skills needed to be successful in school and beyond. We would also encourage pupils to make positive use of breaktimes and lunchtimes to accessing support from the Pastoral Team.

Over the holidays, we would appreciate parents and carers taking the opportunity to discuss these expectations with their children so that all pupils return ready to start the new half-term positively and successfully.

Thank you for your continued support.

Fulwood Academy