



ACTING HEADTEACHER: Mrs H Fry

Monday 14th October 2024

Dear Parents / Carers,

Punctuality to school in the morning and arriving to lessons on time is incredibly important to us at Watling Academy. When students arrive late to the Academy or to lessons:

- Safeguarding procedures are started, valuable staff time is used to locate a potentially missing child.
- The start of lesson is disrupted; teaching and learning is interrupted, and registers require amendment.
- Students fail to learn the valuable life skill of time management.

We appreciate that parents and carers often have busy morning routines, for this reason the Academy opens at 8am; students have the option to purchase breakfast, use the playground or go to the library.

Our gates close at 8:40am and we respectfully ask that parents/carers ensure their children arrive by this time. Should there be an unforeseen issue that results in a student being late then please contact the Academy to make us aware.

Students arriving late are issued with a break time detention on the same day of the lateness. Should they fail to attend they are issued with a lunch time detention the next day; parents/carers are notified of this via ClassCharts. Should they then miss their lunch time detention an after-school detention is issued on Friday; again parents/carers are notified via ClassCharts.

To maximise student learning it is important that students arrive to lessons on time. We monitor lateness to lessons and are seeking your support in ensuring that all students arrive on time. If over the period of a week your child accumulates more than 10 minutes of late minutes, then they will be issued with a Head of Year detention on Tuesday after school for 20 minutes. We will contact you via Parentmail to make you aware. The detention will also be recorded on ClassCharts.

Should lateness to school or lessons persist then our Heads of Year will intervene, and further strategies/interventions will be put in place to support improvement.

Respect / Responsibility / Kindness



WATLING ACADEMY, BARROSA WAY, WHITEHOUSE, MILTON KEYNES, MK8 1EP

watlingacademy.net



Thank you in advance for your support and should you have any questions on this please do not hesitate to contact us.

Kind regards

Mr Gibbs
Assistant Headteacher