



13 January 2023

Dear Parent/Carer

## **Punctuality Matters - Further improving our communication with you**

I wanted to write to you regarding some improvements we are making to ensure that you have a regular indication of your child's attendance and punctuality to school. The vast majority of Millthorpe students are on time to school and have very good attendance, and we are very grateful to parents and carers for their support with this.

We all know that good punctuality and regular attendance at school ensures no learning is lost, so that our young people have every opportunity to do their very best in their studies, and ultimately their GCSE and other qualifications.

From next Friday we will be sending a message to parents/carers each week with their child's percentage attendance to date. Where punctuality has been an issue, there will also be a message with the number of occasions late to school that week, and the lesson time missed as a result.

Parents will be aware that the school day starts at 8.45am in form rooms. This short 10-minute period allows tutors to pass on messages, check equipment and field any questions or concerns.

The Philadelphia Terrace gate shuts at 8.45am for safeguarding reasons. Any student that arrives on site after 8.45am via Nunthorpe Avenue will be classified as late and receive a detention. A prompt start to the day is of course vital for all our students.

Finally, thank you for your continued support in contacting school before 8.30am if your child is going to be absent that day. If you ring 01904 686400 and select option 1 you can leave a message or speak to one of my colleagues, the main office is open from 8.00am.

Yours faithfully

Robert Beever  
**Deputy Headteacher**