



Waterthorpe Nursery Infant School
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Headteacher: Mrs H. Stokes
Chair of governors: Mrs C.Knott

Dear Parents and Carers,

We are writing to all families to emphasise the importance of being in school on time as there have been numerous incidents of some families routinely arriving at school and nursery late.

School doors open at 8.50a.m. every day. Children need to be in their class by 9.00a.m. so that they can start their lessons promptly.

In the morning, the Nursery door opens at 8.30a.m every day. Children need to be in their group by 8.45a.m. In the afternoon, the Nursery door opens at 12.30p.m. Children need to be in their group by 12.45p.m.

Children who arrive late are greatly disadvantaged because they miss starting the day with their peers and the beginning of lessons. This means that they are often unsettled and confused about tasks. Their teacher will not always be able to explain the work again for them. All children in school have a phonics lesson first thing each morning and if they miss this regularly, they may not be able to catch up.

It is also very important that children establish good routines and habits in preparation for the rest of their lives. Punctuality is a life-skill that they need to develop whilst they are young if they are to have any chance of successful employment.

It is essential that you ensure that your child arrives at school on time to prevent disruption to your child's own learning and that of others. We will continue to focus on this area with children through class work and school assemblies.

We are required to monitor children's punctuality and attendance. On-going lateness results in Late/unauthorised absence marks in the register and this affects overall attendance.

We understand that there may be rare occasions when you are unavoidably late due to unforeseen circumstances. On these occasions please make sure that you contact the school office to inform us when you will arrive.

We are trialling a new system of registration for children who arrive late. We hope that this will help to record children's attendance accurately and ensure children who are late have ordered a

dinner. If your child is late, you will need to complete a slip at the office to give the reason and to order their lunch.

If you are experiencing difficulties with punctuality and would like to talk to us about it, please make an appointment at the school office.

Please keep in mind that Breakfast Club is available to children from 7.55a.m. at a cost of £3.50 a day.

Yours sincerely,

Shelly Appleby

