

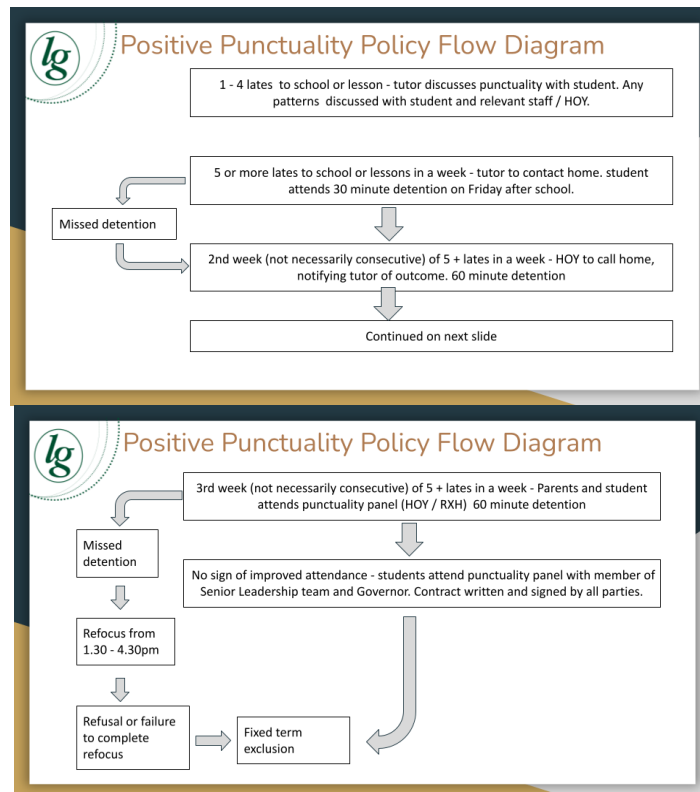


18<sup>th</sup> October 2021

Dear Parents, Carers and Guardians,

At Lord Grey, Staff are continually seeking ways in which we can support students, this includes the development of 'life or employability skills'. Punctuality to school and lessons is one such skill that pupils need to master and embed in daily life. To support this, we are introducing a new punctuality policy which rewards pupils who are continually punctual to lessons, and redirects those who need additional guidance.

Below is an outline of the new policy being adopted after the October half term. All staff and students have also received this information, ensuring all parties are fully aware of any expectations. In brief, pupils will receive a detention if they are late on 5 or more occasions in one week. A late mark will be given if a pupil arrives to lesson more than 5 minutes after the specified start time. Students will receive a pass authorising their late arrival if they have been speaking to a member of staff.



Please can you reiterate to your child the need for good attendance and punctuality, and reassure them that at Lord Grey, we aim to reward those students who continually portray the 'Lord Grey Way' and attend lessons on time.

The new punctuality policy will commence after the October half term.

Regards  
Mr Henry