



Hall Green School An Academy

Dear Parent/Carer,

I hope this letter finds you well. I am writing to highlight an important aspect of our school's expectations regarding punctuality. Ensuring that pupils arrive at school and to their lessons on time is crucial for their academic success and overall development.

Pupils are expected to be in lessons at 8:45am and we recommend that pupils arrive at 08:35 to have enough time to get to their lessons on time. Arriving after this time is considered late and may result in sanctions, including lunchtime and after-school detentions.

In addition to this, pupils are expected to be in lessons, ready to learn on time. You are able to monitor your child's punctuality using Classcharts.

Arriving on time allows pupils to begin their day calmly and be fully prepared for their lessons. It helps them to settle in, organise their materials, and mentally prepare for the day ahead. When pupils are late, it disrupts the learning environment for both the pupil who is late and their peers. Lessons often start with critical instructions and introductions to new topics, which are missed if a student is not present from the beginning.

We understand that occasional delays are sometimes unavoidable due to unforeseen circumstances. However, habitual lateness can significantly impact a pupil's academic performance and overall school experience. It can create a pattern of behaviour that may be difficult to change and can affect their future education and employment opportunities.

To support your child in developing good time-management skills and punctuality, we recommend the following strategies:

- Establish a consistent morning routine that allows ample time to prepare for school.
- Ensure that all school materials are organised and ready the night before.
- Encourage early bedtime routines to ensure your child is well rested and ready for the day.

We appreciate your cooperation and support in reinforcing the importance of punctuality with your child. By working together, we can help our students build habits that will benefit them throughout their lives.

Thank you for your attention to this matter. Should you have any questions or need further assistance, please do not hesitate to contact your child's Form Tutor in the first instance.

Mr Y Khan
Senior Head of House

Hall Green School is a company limited by guarantee. Registered in England & Wales. Registered Number 7892732
Registered Office: Southam Road, Hall Green, Birmingham B28 0AA Headteacher: Miss K Slater Tel: 0121 628 8787
Email: enquiry@hallgreen.bham.sch.uk www.hallgreen.bham.sch.uk Twitter @HallGreenSch

