



ST. MARY MAGDALENE

C OF E SCHOOL

SECONDARY PHASE

*Excellence through innovation,
founded in faith since 1840.*

FEDERATION EXECUTIVE CO-HEADTEACHERS

Mrs Claire Harrison and Mrs Victoria Wainwright

PRINCIPAL

Mr Razwan Hussain

Dear parents and Carers,

Did you know?

Being 15 minutes late each day is the same as missing two weeks of school over the course of an academic year and being just 5 minutes is the equivalent of missing 3 days of school over the same time period. As such, we take punctuality very seriously here at St Mary Magdalene.

In addition, being punctual will really help your child to succeed in their studies as they will not miss any part of their lessons.

Finally, schools are concerned with punctuality because most colleges, 6th forms, universities and apprenticeships require the school to inform them about a student's attendance and punctuality when considering whether to offer them a place. Students with attendance percentages below 90 are considered unsatisfactory and this often results in places not being offered post 16.

How we intend to support our student community

Starting from the 3rd of January we will be running a new punctuality policy here at St Mary Magdalene to support our students in getting to school on time. To make this happen and shift the current culture with some students, where poor punctuality is acceptable, we have added a Friday detention that will run from 15:20 -16:20 for student who have been late to school twice in one week and 15:20- 16:50 for those who have been late three or more times in a week.

To allow us to give you adequate notice we will run the late report from Friday to Thursday. This way you will know by Thursday evening if your child will be sitting this detention. If there are genuine reasons that your child can't get to school on time, you must contact the HoY so that an alternative plan can be made.

What to do if your child is late due to external factors

We are aware that at times being late cannot be helped and in these instances Parents/ Carers must inform the HoY of the reason and we can amend our records. However, I am appealing to all Parents/ Carers to really support this system so the young people in our care are forming good habits that will serve them well as they move beyond school.

If you have any additional queries regarding this new system, please do contact your child's Head of Year.

Kind regards,

Mr J Gayle

Assistant Principal of Equalities and Disadvantage

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