



20th November 2023
BC/jmc

Dear Parents/Carers

I would like to begin by thanking you for encouraging your child to be on time, not just to school in the mornings but to lessons during the day. The vast majority of pupils move around the school between lessons promptly, ensuring learning time is maximised. Please thank your child for continuing to be punctual to all lessons.

When working with employers, we have found that one of the key attributes that they value most is punctuality. As a school we will continue to support pupils at lesson change over, but have also identified some pupils who are persistently late to lessons. We are contacting parents to arrange supportive meetings where we will discuss how to reduce lateness and how pupils can be responsible for their punctuality. Some pupils will also be automatically placed in Friday after school reflections with members of the Senior Leadership Team, where they make up the number of minutes that have been recorded late that week.

Please can you remind your child that they need to use a paper copy of their timetable to identify their lesson location, as mobile phones are not to be out and used during the school day phones that are seen will continue to be confiscated until the end of the day.

You can also support with punctuality by regularly checking the SIMS parent app, where lateness is recorded. Each afternoon you receive a message that shows how late your child has been that day. You can use this to have a conversation with your child and to encourage punctuality in the future. If you need support with downloading, setting up or accessing the app, please contact stef.thetford@themallingschool.kent.sch.uk

Thank you for your continued support.

Yours sincerely

Mr B Chidwick
Senior Deputy Headteacher

