

**Ysgol Gatholig Santes Fair/St. Mary’s Catholic School**

**Longford Road**

**Caergybi/Holyhead**

**Ynys Mon**

**LL65 1TR**

**Tel: (01407)763176 e.mail:pennaeth.stmarys@anglesey.gov.uk**

***Pennaeth/Headteacher: Mr Richard Jones***

***Dirprwy Bennaeth/Deputy Headteacher: Mrs Helen Speight***

02.04.19

Dear Parents,

As part of our commitment to improve our pupils’ attainment, we monitor pupils’ attendance regularly. In monitoring pupils’ attendance regularly, we note the name of any pupil whose attendance causes concern, including those pupils who arrive at school late several times. Recent monitoring of the class registers shows that there has been a significant increase in the number of children arriving after the 9.00am bell.

We appreciate that school-going mornings can be very busy, but when your child arrives late in school, they miss important aspects of their education. Also, we see how upset your children are themselves with regards to going into class late, missing lesson introductions and unintentionally disrupting the flow of the lessons.

Being late arriving at school can have a considerable effect over the whole school year. The following table shows how much time can be lost over a year by only being 5 minutes late arriving at school every day.

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| **5 minutes late every day = Missing 3 days of school** |
| **10 minutes late every day = Missing 6.5 days of school** |
| **15 minutes late every day = Missing 10 days of school** |
| **20 minutes late every day = Missing 13 days of school** |
| **30 minutes late every day = Missing 19 school days** |

We would remind you that all children dropped off between 8.50 and 9.00am get to go and enjoy a short ‘playtime’ on their respective yards before the bell goes. The side gate onto the juniors’ yard and front door are locked on the bell at 9.00am. Any children arriving after this will be deemed ‘late’. Please note that if your child arrives 30 minutes after taking the register, they will be marked as being absent “without authority”, that is equivalent to “unauthorized absence”.

So, from Monday we ask that you work with us in helping to reduce (and eventually eradicate) late arrival by adjusting your morning routines to ensure that your child arrives at school before the 9am bell.

If you have any enquiries or you wish to discuss attendance, please contact the school on 01407 763176 to make an appointment to discuss this with the headteacher.

Yours faithfully

Mr Richard Jones