



Northfield

Primary & Nursery School

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Tuesday 11th December 2018

Dear Parents/Carers,

We have concerns regarding the number of children who are being brought into school late each morning. As you will be aware, arriving late means that the children miss vital learning and consequently, they then have to "catch up", which is not only detrimental to their learning but also disrupts the learning of others.

Can we kindly remind you that if your child is late to school, would you please come to the office where you can report to Mrs Slater, our Attendance Officer. Lateness is recorded and we are required to issue fixed penalty notices for persistent lateness. If your child arrives late, after the register closes at 9.20 am, it is recorded as an unauthorised absence.

We are aware that, on occasions, there are genuine reasons why children are late, in which case, please speak to Mrs Slater regarding this.

I would like to thank the majority of parents who adhere to this and bring their children into school on time and ready to learn.

Thank you for your continued support.

Ms J Jenkins
Headteacher