



February 2026

Dear Parent/Carer,

We are really pleased to tell you that our students' attendance this year is higher than the regional and national averages. It is also better than our own attendance figures from last year. This shows how committed our students are, and that they enjoy coming to school to take part in their learning and the opportunities we offer.

Being on time is such an important part of our students' education – it helps form routine that is essential for future employment, it supports key learning and ensures they do not miss form time reading.

Students should arrive at school for 8:25am. The DfE recommends that schools close their morning register 30 minutes after school starts. **This means the register closes at 8:55am.**

If a student arrives after 8:55am, they will be given a 'U' code (arrived in school after registration closed). This means they are present in school, but this will not be counted in their attendance percentage. A 'U' code means that in line with DfE guidance your child will be marked as absent if they arrive at school after 8.55am.

If your child arrives after 8:55am because of a medical or dental appointment, they will be given an M code, which also counts as an absent mark. For this reason, please try to arrange appointments outside the school day whenever possible. If your child arrives between 8:25am and 8:55am, they will be given an L code (late). This counts as being present, and it will not affect their attendance percentage. If your child gets 10 or more U codes in a 10-week period, the Local Authority will issue a penalty notice.

There will be some changes to our late detentions systems. If a child arrives in school after 8.25am and before 8.55am, and is marked as L (late), they will get a same day detention. This will be 30 minutes. If your child arrives after 8.55am and is marked as U (absent but present in the building), they will have an hour's same day detention (60 minutes).

The penalty is £80 if paid within 21 days and £160 if paid within 28 days. Good punctuality helps your child make the most of their learning and avoids disrupting the learning of others. If you need support in improving your child's punctuality, please contact our attendance team. We would also like to remind you that we offer a free breakfast club from 8:00am. This can help students prepare for the day, and it is especially useful for Y11 students, as it can help reduce stress during exam periods.

Thank you for your support.

Mrs J McCann
Principal



Graded "Good" across all areas – OFSTED 2025