

Blessed George Napier Catholic School and Sixth Form

A Youth Sport Trust Lead School for Leadership, Coaching and Volunteering

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Compassion

Respect

Truth

Service

Forgiveness



3 October 2023

Dear Parent/Guardian

Pupil Lateness

We have now settled back into school and to ensure that our students have the opportunity to achieve their very best, it is important that good attendance and punctuality are maintained. In the event of any necessary absence, please call school each day to inform us of this. Please also call if your child is going to be late for reasons that lie outside of their control.

To emphasise the importance of punctuality, we will give an initial detention of 30 minutes for students arriving late to school in the morning and/or late to lessons, where there is no valid reason given by their parent/guardian. Punctuality detentions will be held on the following school day, and parents of those students who must attend will be notified on the day of their child being late. Should lateness be persistent, graduated consequences will follow, which will include longer detentions to make up for time missed, or more frequent detentions occurring after each instance of lateness. Should a student not attend a punctuality detention, they will be required to attend a one hour detention after school the following day, with a member of the Senior Leadership Team.

Students in all year groups should be in their form room by 8.40 am every weekday, to be registered as being on time to school. Students should move promptly between lessons and go straight from one lesson to the next. Punctuality detentions will begin on 16 October 2023. This will give students a two-week practice window so they are aware of the correct procedures.

During this two-week practice period, parents/guardian will be notified of their child's lateness to school or lessons, so the importance of punctuality can be discussed at home. Hopefully, this will ensure this does not happen when the practice window closes.

We have seen the students return to school with the correct uniform and we would like to take this opportunity to thank you for your support with this. Where students have required additional help with certain items of uniform, such as black socks or black leather shoes, we have been happy to help.

Yours sincerely

David Edmed

Deputy Headteacher

Headteacher: **Ms Niamh Dolan, BSc (Hons)** headteacher@bgn.oxon.sch.uk

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"Pupils are keen to be part of this thoughtful and inclusive schoolenjoying learning and showing kindness are part of everyday life... Pupils talk positively about the support provided for their physical and mental well-being and study an ambitious curriculum." *Ofsted, November 2022*