

6 January 2023

Dear Parents and Carers,

Re: Punctuality to College

On behalf of myself and all the staff at the Studio College I would like to start by wishing you all a happy new year.

As part of our continued drive to improve standards and outcomes, I write to seek your support in enforcing the following.

Attendance and punctuality to college is key. It goes without saying that if students arrive to college on time every day, it leads to a positive start to the day, focused on learning. Being punctual is a habit that all students need to get in to as it prepares them to do well in school and for the world of work.

To this end I would like to remind parents/carers of our expectations with respect to punctuality.

Years 10 and 11

All students in Years 10 and 11 are expected to be at college by **8.40am**. Students who arrive after 8.40am will be marked late and will have a restorative session for 30mins after college hours on the same day.

Years 12 and 13

All students in Years 12 and 13 are expected to be at college by **8.50am**. Anyone who arrives after 8.50am will be marked late and will have a restorative session for 30mins after college hours on the same day.

The above will come into effect from Monday 9 January 2023 and I look forward to your support in ensuring that your child arrives at college on time, every day.

Yours sincerely,



Mr Sukhbir Farar
Executive Principal