

RP/JM/da/u code letter

4th June 2024



Bloxwich Academy

www.bloxwichacademy.co.uk

Dear Parent/Carer

I hope this letter finds you well. I would like to start by expressing our gratitude for your continued support in instilling the importance of punctuality in your child. Your efforts in ensuring that your child arrives at school on time are greatly appreciated and contribute significantly to their overall academic and personal development.

However, unfortunately, some pupils are still arriving to school after 9:10am, when the registers close. All pupils are expected to be on site by 8:30am where they will receive important notices during line up and complete form activities to supplement their learning in lessons.

It is important to note that if a pupil arrives after 9:10am, they will be marked with a U code for the AM registration. This code indicates an unauthorised absence. Furthermore, any pupil arriving after 9:10am will be required to complete a 40-minute detention at the end of the school day.

We understand that occasional delays can happen, but consistent lateness needs to be addressed. If a pupil continues to arrive late without a valid reason, we will need to arrange a parent support meeting to discuss further actions and provide necessary support. Persistent lateness can also lead to potential legal implications, as regular attendance is a legal requirement.

We are committed to working together to resolve this issue and ensure that all pupils benefit from a full-time education. If you need support or have concerns, please contact your child's Head of House. We are here to help and provide the necessary assistance to improve punctuality.

Thank you once again for your cooperation and support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R Prime', with a blue horizontal line underneath.

Mr R Prime

Headteacher



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