



'Working together to achieve our best'

Rakegate Primary School

Rakegate Close, Wolverhampton, WV10 6US

Phone: 01902 558608

Email: rakegate.primary@wolverhampton.gov.uk

Website: www.rakegateprimary.co.uk

Headteacher: Mrs S L Horton

15th January 2019,

Dear Parents/ Carers,

Late Arrival at School

As I hope you are aware, the school gates open at 8.40am to allow your son/daughter a ten minute opportunity to come into their classroom, prepare themselves for the day and complete a morning task before their lessons begin at 8.55am prompt. It is in your child's best educational interest to be here by 8.50am and before the gates close.

Punctuality is recognised as being as important as attendance and we are inspected in this aspect of our work too so your co-operation in this matter would be greatly appreciated. Any child who arrives after 9am will now be marked with a U code for the morning session. Any children who regularly enter through the reception will be issued with a punctuality card which will be monitored by school and the Local Authority, this will be marked as an unauthorised absence and will affect your child's attendance which will then be monitored by our Education Welfare Officer.

Please note that the Local Authority will be completing "Late Gate" activities in the coming weeks and can take further action in relation to parents/carers who do not ensure their children attend school regularly and promptly.

Thank you for your co-operation.

Yours sincerely,

Mrs S Horton,
Headteacher



'Working together to achieve our best.'

Rakegate Primary School

Rakegate Close, Wolverhampton, WV10 6US

Phone: 01902 558608

Email: rakegate.primary@wolverhampton.gov.uk

Website: www.rakegateprimary.co.uk

Headteacher: Mrs S L Horton

