

# ADEYFIELD SCHOOL

PART OF THE EAST DACORUM CO-OPERATIVE LEARNING TRUST

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[www.adeyfieldschool.org](http://www.adeyfieldschool.org)

Date as postmark

Dear Parent or Carer

Attendance and punctuality to school is one of our school's main priorities. Punctual attendance at school provides students with the best chance of having a successful day in learning.

Preparing students for the world of work is also a priority. I am sure you agree that punctuality is an important aspect of any working situation.

Therefore, from Monday 19 January 2015, any student who arrives late for morning registration will automatically be placed in a 15 minute lunchtime detention with a member of senior staff. In addition to this they will also be asked to make up the amount of time they have missed with their Form Tutor or Head of Key Stage.

Students will still have sufficient time to get and eat lunch, as well as having time for socialising.

We thank you for your continued support and ask that you encourage your child to ensure they arrive at school on time. The emphasis is very much on the student taking responsibility for their own punctuality.

Yours sincerely

**David Cline**  
**Assistant Head**

**Look smart. Be polite. Work hard.**

