



Eastbank Academy
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Head Teacher
Jonathan Graham

24 October 2024

Dear Parent/Carer,

Morning and Afternoon Late-coming

I write to seek your support in solving a problem which is becoming an increasingly challenging issue for our school: pupils arriving late to school in the morning and afternoon.

To give you a sense of the scale of this challenge, the figures below detail the number of pupils who arrived late to school between the September weekend and the October week, both in the morning and after lunch.

Date	Nº of pupils late for morning session	Nº of pupils late for afternoon session
01/10/2024	106	16
02/10/2024	109	38
03/10/2024	102	23
04/10/2024	126	30
07/10/2024	111	45
08/10/2024	125	13
09/10/2024	103	22
10/10/2024	91	27

The numbers arriving late in the morning represent a significant percentage (usually between 10-13%) of our school roll and, for many, if they had arrived to school just a few minutes earlier, they would have been on time. While the numbers arriving late after lunch are far lower, they are still an unacceptably high, as pupils who visit local shops at lunchtime should be able to return in plenty of time for lessons at 1:45pm. If queues at local shops are too long, or they prefer to go further afield with longer travelling times, then they will need to make alternative arrangements for lunch, such as bringing a packed lunch.

Poor timekeeping has many negative impacts on pupils' learning, wellbeing, relationships, and self-esteem. In addition, pupils who are late for class miss important learning, and their late arrival has a disruptive effect on the learning taking place within classes, which has a detrimental effect on other pupils. As a result, late-coming can impact negatively on everyone's attainment.

I am contacting you today to ask you to ensure that your child(ren) arrive at school in good time for the start of the day in the morning, and again after lunch. Our warning bells ring at 8:48am and at 1:43pm. At these points pupils should make their way to class for the start of Period 1 which begins at 8:50am, and period 6 which begins at 1:45pm.

If your child's late-coming has been a concern, you will receive a letter from his/her pastoral care teacher next week. In addition, on all tracking reports we detail the number of times a pupil has arrived late, and rate this as red/amber/green. This gives you a regular update on their time-keeping, as well as their attendance, and overall academic performance.



I very much appreciate the support of parents and carers as we work together towards shared goals for our pupils. Thank you in advance for your cooperation in addressing this matter as we aim to drive up standards and to improve outcomes for all of our young people.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J. Graham', with a long horizontal flourish extending to the right.

Jonathan Graham
Head Teacher

