

Porth Community School  
Cemetery Road  
Porth  
Rhondda Cynon Taff  
CF39 0BS  
Tel: 01443 682137



MARC  
GYRFA CYMRU  
CAREERS  
WALES MARK



YSGOL GYMUNEDOL  
**PORTH**  
COMMUNITY SCHOOL

27<sup>th</sup> March 2022

Dear Parents/Carers,

We are writing to all children's families to emphasise the importance of being in school on time as there have been incidents of some pupils routinely arriving at school after 8:40am or later.

School starts at 8:40am. Pupils need to be in their registration class at 8:40am so they can start promptly. Children who arrive late are greatly disadvantaged because they miss starting the day with their peers and this means they often miss out on important tasks and messages delivered in tutor time. It is also very important that children establish good routines and habits in preparation for the rest of their lives. Punctuality is a life skill that they need to develop whilst they are young.

To address lateness, any pupil who is late to registration will receive a late mark and will be issued with a break time detention the same day. Parents/carers will receive a text message to inform them of this. If a pupil fails to attend then they will be placed in a second break time detention the following day. Failure to attend a second break time detention will result in a senior leadership detention after school on a Wednesday or Friday night. If your son or daughter is required to attend an after school detention you will be notified by text message. If a pupil fails to attend an after school detention this will result in further sanctions with senior staff of which you will be informed by a telephone call.

We understand that there may be rare occasions when your son/daughter is unavoidably late due to unforeseen circumstances. On these occasions please contact the school's attendance team to report this. We would like to work with you to ensure that your son/daughter is on time for school every day. If you feel there are issues which are preventing them from attending school on time, please contact the school's attendance and wellbeing team directly.

Yours faithfully

A handwritten signature in cursive script that reads "L. Walters".

Mrs L Walters  
Assistant Headteacher

Headteacher – Yvonne Jones