

Aspiration
Respect
Endeavour

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Headteacher: Mr D Charlton
Chief Executive Officer: Mr P Banks



Roding Valley
HIGH SCHOOL

27th September, 2023

Dear Parents / Carers

We would like to take a moment to remind you of the importance of punctuality to support your child's learning. Arriving at school in time allows your child time to settle into school and prepare for the day ahead.

The school gates are open from 8.20am until 8.30am, pupils are expected to arrive during this time.

If for any reason your child arrives after 8.30am they will need to enter using the late gate and will be issued with a 20-minute late detention at lunchtime.

Any pupils that arrive after 9am must enter through the main reception.

We kindly request your cooperation in making punctuality a priority, this greatly contributes to your child's overall experience at school and minimises disruption to learning.

Yours faithfully

Mr D Charlton
Headteacher

Ms A Parsley
Attendance Officer

