

12/6/20

RE: Punctuality for pick up and drop off times

Dear Parents and Carers,

As part of our Covid risk assessment, and to ensure that we are able to maintain social distancing as we increase our numbers, we have worked hard to implement a staggered start and end time of the school day. This ensures that the number of people on the school grounds at any one time is kept to a minimum.

In order for this to work effectively, we need your help! It is essential that children are punctual at the start of the day and that you arrive on time to pick your children up as well. As a school, we appreciate that there are sometimes unforeseen circumstances, but in order to maintain the safety of the whole community we must adhere to these times.

During the Covid pandemic we are operating a three tier systems for lates:

1. If your child is late once, you will get a phone call from a member of SLT to remind you about the start and end times and check that everything is OK.
2. If your child is late a second time, you will receive a formal reminder in the form of a letter.
3. If your child is late a third time, SLT will make a decision about whether or not your child will still be able to access their school place.

We do not want to stop children from accessing their school provision, but we will have to act accordingly if the safety of others is being affected.

Thank you for your understanding during this unprecedented time,

Miss Price  
Head of School

Haveley Hey Community School  
Nearbrook Road  
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Mrs S Spiteri - Executive Head  
Miss K Price - Head of School





Building resilience, ambition and respect

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