

28 March 2025

Dear Parent/Carer,

Y7-11 Changes to Recording Lateness in the Morning - April 2025

We are proud of our whole school attendance figures which are consistently above the national average. This is a testament to the strong sense of community and belonging felt by our young people.

After Easter we will be implementing changes to how we code lateness to bring us into line with national guidelines. This means that students who arrive after the morning register formally closes at 9.15am will be marked as absent rather than late for this session. Any arrivals to school beyond this time will impact your child's attendance percentage. There will be no changes to how we follow up lateness with students and they will continue to receive a break time detention if they are late to school unless there is a prior arrangement in place.

Where we know that there is a specific reason e.g. a doctor's appointment or a transport delay then we can approve this absence. Please inform us by emailing absence@theweald.org.uk. This ensures that we can code your child correctly, monitor patterns and, importantly, not sanction your child for lateness where it is beyond their control. Routine lateness or absence from school could potentially lead to a fine being imposed.

The vast majority of our young people are on time to school every day and registration with their form tutors provides a focused and organised start. Our expectation that all students should be on site by 8.35am and in their tutor rooms by 8.40am, ready for registration at 8.45am remains unchanged.

Yours faithfully,



Miss D McNerney
Assistant Headteacher and Designated Safeguarding Lead