



Southglade Primary and Nursery School
Beckhampton Road
Bestwood
Nottingham
NG5 5NE
Telephone: 0115 9155763
E-mail: admin@southglade.nottingham.sch.uk
Headteacher: Mrs A Thomas (B.Ed. Hons)

22th November 2024

Dear Parents and Carers,

At the start of this academic year we wrote to you about the high proportion of families who were regularly arriving late. In this letter we outlined the impact that this has on our admin staff, kitchen staff and most importantly the children.

We also explained that B&K will be taking over responsibility for the gates in the next phase of construction, this will begin on 3.12.24. With this transition in mind, we asked parents and carers to make a conscious effort to arrive at school on time. Unfortunately, there has been no improvement.

As a school we strive to work in partnership with parents and support where there are issues impacting attendance and punctuality. Where there are ongoing concerns regarding lateness school can make a referral to education welfare services and in some cases penalty notices are issued. However, this is not a route that we want to resort to in order to manage high rates of lateness.

Please be reminded that as of 3.12.24 we will be operating on an appointment only basis. Parents will be able to speak to class teachers at collection, but for any queries outside of this time an appointment must be made.

Please ensure that your child arrives at school by 8.45am so that they can be registered in class by 8.50am. Children who arrive after this time are classed as late and have to enter school via reception.

The governing body will be monitoring rates of lateness as part of the school's ongoing improvement plan.

If you are experiencing issues or difficulties which are impacting your child's punctuality, please contact school and ask to speak to a member of the attendance team.

Yours Faithfully,

Mr Mark Cotterill

Mrs Alison Thomas

Chair of Governors

Head Teacher

Southglade Primary and Nursery School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



2022-2025