



LATE POLICY

When a pupil arrives late, they miss out on essential instructions given at the beginning of the lesson/school day. This reduces their chances of academic success. Poor punctuality can also cause social disruption – children and young people may feel uncomfortable and embarrassed arriving to the classroom when everyone else is already settled. In fact, when one pupil arrives late it disrupts the teacher and the rest of the class, compromising everyone’s learning. Jameah Girls Academy strongly discourages pupils from being late to school. All pupils are expected to be punctual and arrive before morning registration at 7.55 am. The arrival times of pupils arriving late are recorded. In the case of repeated absence, the following sanctions will be made known to pupils and parents, and applied by the school to help discourage lateness.

- 3rd late arrival – Will result in a written warning.
- 5th late arrival – A parent conference with the Senior Leadership Team.
- 7th late arrival – Report daily to reception before 7.55 am and a lunch time isolation.
- 8th late arrival – Report daily to reception before 7.55 am and two consecutive lunch time isolations.
- 9th late arrival – Pupil will be put under isolation for the school day.
- 10th late arrival – Pupil will not be allowed to go to the end of year trip.
- 11th late arrival – Pupil will not be allowed to participate on sports day.
- 12th late onwards – 30 minutes detention after school every time pupil arrives late.

It is important to note that persistent cases of lateness and/or poor attendance may be one possible indicator of a safeguarding issue (though this is not always the case). If any member of staff is concerned about the welfare of a pupil, then any concerns must be reported to the DSL of the school without delay, in accordance with our Child Protection Policy.