Latecomers Policy

Rationale

The school day begins for children before the first bell sounds. Before this time children have the opportunity to mix socially with their fellow classmates and ease into the day by getting organized by unpacking and preparing for the day ahead. Those children who miss this time can feel pressured before the day even begins.

Aims

To maximise student learning opportunities and performance by ensuring that children arrive at school before the first bell sounds.

Implementation

- Parents have a responsibility to ensure that their children arrive at school before the first bell.
- Arriving late often means students miss important introductions to the morning’s work causing them to have to catch up.
- Arriving late can cause students to feel nervous and distressed when having to enter the classroom after lessons have commenced.
- Students are expected to arrive no earlier than 8.30 a.m. and before 8.45 a.m.
- Students arriving after 9.00 a.m. should be accompanied to the office by their parent/guardian, where they will have their name and explanation for being late recorded.
- Students who arrive after 9.00am will be recorded as late arrivals in the electronic roll (Nforma) by teacher or Admin Staff.
- A record will be kept of all latecomers and will be reviewed regularly by the Principal to monitor any students who are developing a pattern of late arrival.
- The principal has a responsibility to ensure where a pattern of late arrival emerges that the parents are contacted to discuss a solution to the issue.

Revised 2010 To Be Reviewed 2013