

Wraysbury Primary School
Welley Road
Wraysbury
Staines Upon Thames
Middx.
TW19 5DJ

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June 2023

Dear Parents and Carers

As you know the times of our school day have changed.

8.30 Gates open for all children

8.40 Gates close and all children should be in school

Any children not in by this time will have to come through the school office and will be marked late.

Punctuality is really important and we start our teaching at 8.45. Any children who come in late:

- **Do not have a smooth start to the school day and this can cause them to be upset**
- **Miss out on learning**
- **Disrupt the learning of other pupils who are already accessing intervention groups and their Phonics lessons**
- **Cause disruption to our Office team**

Please ensure that if your child is regularly late you make a conscious effort to set your alarm earlier. Of course we understand the odd problem such as traffic/car trouble, but for some families lateness is becoming a habit.

Our Education Welfare officer (Annette Taylor) from the Borough will be reviewing the registers again over the next few weeks and will be contacting the parents of pupils who are regularly late.

If you do have any questions or queries then please do not hesitate to contact us through the main school office email office@wraysburyschool.co.uk.

Yours sincerely

Mrs A Fox

Headteacher



Royal Borough of Windsor and Maidenhead