

17 November 2023

Dear Parent/Carer

Re: Expectations in school

Further to Ms Spivey's letter of 20 October (linked below) regarding expectations in school, I am writing to thank you for your ongoing support and to politely ask you to share the reminders in this letter with your child. This is to ensure that, as a school community, we continue to proactively reinforce the 'ready, respectful, safe' expectations that we have at Springfield.

https://springfield.uk.net/images/files/correspondence/recent/Letter_to_All_Parents_re_Expectations_in_School_dated_201023.pdf

Punctuality (and truancy)

Being 'ready' for school involves pupils being punctual to school and lessons every day. Good punctuality is essential for pupils if they are to achieve their full potential; it is also a vital skill for later life. All pupils are expected to arrive punctually, at 8.30am ready for morning registration at 8.35am. If a pupil arrives late to school, without good reason, they will be issued a sanction by their Tutor. If a pupil is persistently late then sanctions may increase. Persistent late arrival at school (after the register closes) can lead to a penalty notice being issued. Further information can be found on the attendance page of Portsmouth City Council's website (linked below).

<https://www.portsmouth.gov.uk/services/schools-learning-and-childcare/schools/school-attendance/>

It is important to state that the vast majority of pupils attend lessons on time and meet our 'ready, respectful, safe' expectations. However, there is a small minority that are currently not meeting these standards. As a school, we are working hard to prevent pupils being late or out of lessons and, over the coming weeks, will be reinforcing our expectations. Expectations are made clear to pupils on an on-going basis and will be reinforced via their Tutors. Should your child be out of lesson without a written note and an appropriate reason then the school will apply its behaviour policy accordingly. Which may include suspension or even permanent exclusion from school.

I would use this opportunity to thank and praise the vast majority of our pupils who behave well, come to school ready to learn and are a credit to Springfield School.

Yours sincerely



Ms L Kelly
Head of School