



# Blessed Hugh Faringdon Catholic School & Sixth Form Centre

*'True Teaching'*

Headmaster: Dr Simon Uttley FRSA KHS

Fawley Road, Reading, Berkshire RG30 3EP

Email: [admin@hughfaringdon.org](mailto:admin@hughfaringdon.org)

Telephone: 0118 957 4730

Website: [www.hughfaringdon.org](http://www.hughfaringdon.org)

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*Serving the community in Reading since 1958*

February 2022

Dear Parents/Guardians

## **Punctuality reminder**

As part of our continued drive to raise standards I am writing to remind you of the expectation that your child arrives to school on time every day. The first bell rings at 8.35 which signals students to make their way to their tutor bases ready for registration at 8.40am.

As per our policy on punctuality any student arriving late to school (after 8:40am) will be expected to remain in school for 30 minutes after 3pm on the same day they arrived late. All students are reminded of this at the gate and reception by the staff on duty. They will be able to complete homework during this time or extra numeracy and literacy if they have no work to complete.

From 14<sup>th</sup> February 2022, students who fail to complete their detention will then be required to attend a lunch time detention of 30 minutes the following school day in the allocated area (students will be able to collect their lunch prior to attending a lunchtime detention).

KS4 – B9

I am sure you are fully aware of how important it is for students to understand the relevance of learning to be punctual to tutor and lessons on a regular basis.

If punctuality continues to be a problem, 1 hour detentions will be issued to students.

Thank you for your support in this area.

Yours faithfully

Mrs M Edwards  
Head of Year 10

