

# GREENSHAW

## HIGH SCHOOL

23 September 2011

Dear Parents/Carers

The vast majority of students arrive at school on time and I am grateful for parents and guardians support with this. However, we are very concerned that a significant number of students are arriving late to school. School starts at 8.30am and any students arriving after this time are late. Attendance and punctuality are extremely important for the smooth running of the school and to have a positive start to each day.

As from Monday, 26 September, students who arrive after 08.30am, without a note giving an acceptable reason for lateness, will be kept behind for a 30 minute after school detention on that day. Parents will be informed during the day.

I am very grateful for your continued support in ensuring that students arrive at school in good time for morning registration.

Yours sincerely



**William Smith**  
Headteacher

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**Headteacher : William Smith BSc**

**Deputy Headteacher : Lynda Wallace BA**

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