



**KING EDWARD VI
HANDSWORTH WOOD
GIRLS' ACADEMY**

Educational excellence for our City

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**KING EDWARD VI
FOUNDATION
BIRMINGHAM**

Educational excellence for our City

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Dear Parent/Carer

Thank you to all of you who continue to ensure that your child maintains excellent punctuality. We are seeing a marked improvement in the morning punctuality of our students, and this reflects positively in their readiness at the start of lesson one.

We are now at the end of the third full week of transitioning into our brand-new building. By now, most of you have worked out the best times for your daughter to start her journey to school, whether it is on public transport, or you are dropping her off.

However, as we stated last week, whilst we appreciate that traffic is always a challenge during school drop-off hours, it is crucial that students are in their classrooms and ready to start the school day by 8:45 am. Being on time ensures they don't miss vital learning in core subjects such as English, Maths, and Science.

Interestingly, we have noticed that there is a great disparity between the time of arrival of the students who travel on public transport vs those who are brought to school by parents/carers. In fact, most of the students who arrive late are dropped off by parents or live within walking distance. Yet we have students travelling as far afield as Wolverhampton, Dudley etc and still arrive to school on time every day.

May we kindly urge you to leave out a little earlier in the mornings. Allow extra time for Monday morning traffic, bad weather etc. and please aim for your daughter to be on site i.e. in the building by 8:35am. This will give her ample time to walk to her first lesson in a timely manner and to be seated in the classroom ready for the register to be taken promptly at 8:45am.

To support you in your endeavour for daughter to be on time, you may wish to consider an earlier drop off time for her. We operate a free breakfast club which opens at 8:00am every morning. Many students are on-site from 7:45am each day. Feel free to send her in early. No need to book.

Headteacher Miss K Takhar, LLB

Morning Punctuality Checklist

1. Plan for Traffic Delays:

- Be aware that traffic around school will always be heavy.
- Set a goal to leave home 15-20 minutes earlier to account for possible delays.

2. Prepare the Night Before:

- Pack school bags and prepare uniforms the night before.
- Ensure lunchboxes and any necessary equipment are ready.

3. Allow Time to Walk:

- Remember, students need time to walk up the driveway and enter the school through the main entrance.
- Arriving in time to walk calmly to class, ensuring that they are seated by 8:45 am. for registration.

4. Set an Early Wake-Up Routine:

- Encourage your child to wake up a little earlier to avoid rushing.
- Help them develop a morning routine that includes time for breakfast and preparation.

5. Emphasise the Importance of Being on Time:

- Talk with your child about why it's important to arrive at school on time.
- Explain that being late means missing out on key learning in English, Maths, and Science.

6. Work with Us:

- Let's work together to promote punctuality and resilience.
- Support your child in understanding that arriving on time is their responsibility and a sign of respect for their education.

We ask for your cooperation in helping our students build a healthy respect for time.

Thank you for your cooperation.

Kind regards,

Dawn Morgan

Attendance Officer

Headteacher Miss K Takhar, LLB