

# Martongate Primary School Important Times

Dear Families,

We have recently noticed that there have been increasing numbers of children arriving at school a few minutes late, so we thought that it would be useful to share the key times with you. We believe that good time-keeping is a skill that we should be teaching children as we prepare them for adult life. Furthermore, if children are even just a few minutes late it can have an impact on their learning as it increases anxiety and they miss key information.

As we go into a new term, please help your children's learning by making sure that they arrive in school in good time for their school day.



8.30—8.40 am

Our gates are never opened before this time. Some older children come to school on their own; if they arrive before this time they are unsupervised and could be doing things that you might not approve of



8.40 am

Mr Carruthers, Mrs Levitt and Mrs Smithson try to be around outside from this time, but we have many responsibilities and cannot promise to be there. Parents are still responsible for their children until 8.50



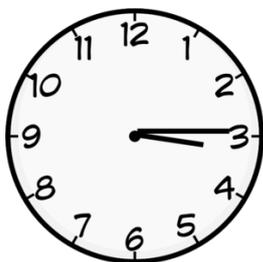
8.50 am

School start time. All children should have already arrived at school so that they can make their way to the main doors when the whistle goes. If they are not at school to hear the whistle, they are late!



8.55 am

Our doors are manned by support staff between 8.50 and 8.55 to receive the children and pass on messages. They do have other jobs to do and so doors are shut and locked at 8.55. The side gates are also shut at this time. Children arriving after 8.55 need to register at the office.



3.15 pm

This is the time that learning stops and children are readied to leave. They are not allowed to leave the classrooms until after this time and we try to get them out as soon as possible, but please be patient if this takes some time! Any children who have not been collected by 3.30 are taken to our after-school childcare for which a charge is made.