UNDERCLIFFE PUBLIC SCHOOL

LATE ARRIVALS

Arriving at school on time is important for students to reach their potential and it helps your child/children to learn the importance of punctuality and routine. It also reduces the opportunity for classroom disruptions.

The school is required to record the reason for any lateness.

Please assist us by making sure that your child/children arrive to school on time so that they are not missing out on valuable learning time in the morning.

If your child/children are late to school, the parent is responsible to sign them in as being late, not the child/children. Your child/children are then given a blue late note to give to the teacher, to let the teacher know that they have been signed in at the office. If your child/children slips into class without a blue late note and the roll has been sent to the office your child is marked as being absent for the day.

Alternatively, you may wish to contact the school on telephone 9558 3432 to discuss your child’s attendance.

Mrs Missiris
Principal
27th August 2013