



Ribbleton Avenue Infant School and Nursery

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9th June 2026

Punctuality and Attendance

Dear Parent/Carers,

At Ribbleton Avenue Infant School and Nursery, we believe that good attendance and punctuality are key to helping children succeed—and we know you want the very best for your child, just like we do. By working together, we can give your child the best chance to reach their full potential, both in school and beyond.

Regular attendance helps your child:

- Keep up with lessons and achieve their target grades
- Build and maintain friendships
- Take part in fun social and sporting activities
- Learn important life skills
- Develop good habits like punctuality, which are essential for future success

We're committed to making sure your child feels safe, supported, and part of our school family. Being in school regularly plays a big part in that.

We understand that sometimes being late is unavoidable due to unexpected circumstances. However, regular lateness can affect your child's learning and start to impact their progress and confidence in school.

As we approach the end of the academic year with just under 6 weeks to go, this is a polite reminder our school day starts at **08:45am** and finishes at **3:15pm**. Pupils who arrive after 08.50am will be marked as late in the register (code L). The register closes at 09:15am. Pupils who arrive after this time will be marked as code U. Code U means that, although your child is physically present in school, they arrived after the register was closed and this is classed as an unauthorised absence as a result.

If there's anything making it difficult for your child to get to school on time, please don't hesitate to get in touch. We're here to help and would be happy to work with you to find a solution.

Thank you for your cooperation.

Yours sincerely,

Mrs Bishop
Headteacher

Miss Yates
Family Support Worker

