



# MANOR JUNIOR SCHOOL

Motivation, Joy, Success!

12<sup>th</sup> January 2018

Dear Parents/Carers

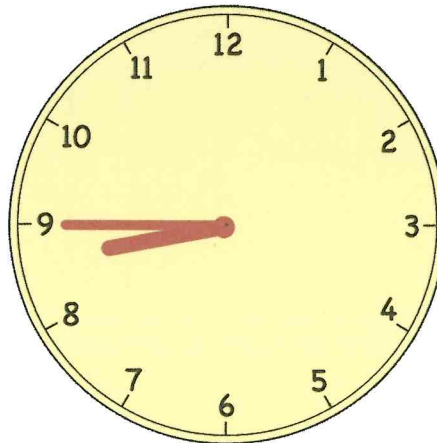
The school gates close at 9.00 am, however, registration and lessons start at 8.55 am.

There are an increasing number of children arriving late to school every day which results in the children missing learning time and this also disrupts the whole class. Over the past week we have had over 80 children arriving late through the office.

The gates open at 8.45 am and on rainy days 8.35 am. Can you please ensure that your child is in school on time for registration and ready to start their lesson promptly at 8.55 am.

Yours sincerely

Michelle Ellul  
Office Administrator



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Letter approved by: 