



## Partnership of Greenacre & Walderslade

25 May 2023

Dear Student/Parent/Carer

I hope this letter finds you well.

I am writing to emphasize the crucial role of attendance and punctuality to Tutor Time and to introduce a new initiative, 'Catch-up Club', which aims to support students who are late or absent during this essential period of learning.

All students must attend Tutor Time, which begins at 8:30am each morning; including those who have qualified for the 'Independent Study' incentive programme. Tutor Time plays a pivotal role in shaping the overall development of students: it supports our students with their future ambitions, applications and their academic outcomes by developing the skills they need to succeed at university and in their future career paths. It also serves as a foundation for building important skills such as time management, organization, and social interaction. By attending Tutor Time regularly, students have the opportunity to engage in meaningful discussions, address any concerns and receive updates on important school-wide announcements and initiatives.

Since the relaunch of Tutor Time, we have observed a trend of some students regularly arriving late and other students missing Tutor Time sessions altogether. We believe that every student deserves an equal chance to benefit from the valuable content covered during these sessions and to address this concern, we are excited to introduce the 'Catch-up Club' initiative starting from the Term 6.

'Catch-up Club' will be a structured program designed specifically for students who have been late or absent from Tutor Time. It will ensure that these students do not miss out on any important information or activities covered during their absence/s. The club will be held from 3:00-3:30pm each day, in the Year 12 and 13 Study Rooms, where the Study Supervisors will be on-hand to support students in catching-up on the content they have missed.

The primary objective of Catch-up Club is to provide all students with an equal chance to access the content and resources covered during Tutor Time, regardless of their punctuality or attendance. We believe that the introduction of Catch-up Club will not only address the issue of students missing out on essential content but also instil a sense of responsibility and accountability for their punctuality and attendance. By actively participating in this initiative, students will recognize the value of attending Tutor Time and develop habits that contribute to their overall success.

We kindly request your support and cooperation in promoting the importance of attendance during Tutor Time among students, parents, and the wider school community. With collaborative efforts, we can ensure that every student receives the necessary support and resources they need to thrive academically and personally.

Yours sincerely,

**Mr M. Roberts**  
Head of PGW Sixth Form

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Deputy Head of PGW Sixth Form



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