

Punctuality Policy

Every student has the responsibility to attend school every day it is open for instruction. Every schooling moment counts towards learning as it contributes to attaining knowledge and understanding, as well as linking concepts across subjects and content to develop a variety of skills essential in life. Schooling also contributes to the social and emotional development of young people to enable to manage complex situations and relationships.

At KNHS we want to prepare our students to be reliable, responsible citizens who are accountable in the workforce. Understanding the importance of being punctual for work, meetings and appointments and the impact and/or consequences of not meeting these requirements is necessary for students. This is why a policy is being introduced for students to improve their ability to arrive on time at school each day.

- **Students are required to be at school by 8:55am.**
- **Students who have two unexplained lates to school in a week will be attending an after-school reflection the following week on a Wednesday afternoon until 3pm.**
- **If students have two unexplained lates in a week for a second time, then they will be required to stay until 3:30pm at the after-school reflection the following week on a Wednesday.**

The reason for two lates to be unexplained is that it is understood there may be an isolated occasion where lateness will occur that may be out of the control of a student.

We hope with this policy in place that students manage their time and themselves better to ensure they arrive to school before their first lesson. This includes applying routines such as preparing their school bag and uniform the evening before, establishing a consistent bedtime and wake up time that provides adequate rest and sufficient time to get ready in the morning and to travel to school in time.