



AJS/ Cir.No.37/February18

25.02.2018

Dear Parent,

As you are aware, parents who transport their children to school are required to have them on our premises no later than 7:30am. This is when our school starts.

Students who are late in Grades 1 – 12 will only be admitted through Gate 1(AJB) or Gate 5(AJI) where they will be signed in. Please note, students arriving at the KG gate will be sent around to the relevant gate.

From Sunday 4th March, all students who have been late three or more times in one term will be required to serve a 30 minute detention each time they are late for school. The detention, which will be served in the afternoon of the day when they have been late, will be supervised by senior staff. Your child will only be released from detention at 2:20pm and can be collected from the dispersal area at that time.

Your assistance in addressing this problem is much appreciated.

AJS Administration