



**St Cuthbert's  
Catholic High School**  
*Live life in all its fullness*

Berrys Lane  
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**Headteacher:**  
Mr Stuart Holland BA (Hons) QTS

27<sup>th</sup> March 2025

Dear parents/carers

As you will know, our current procedure in the morning is to keep our gates open with staff present until 8:40am even though the school day starts at 8:30am. Latecomers then go straight to Form/Collective Sacred Time. Any students arriving from 8:40am enter school through Reception where they are met by Mrs Connor to register and are issued a purple late slip.

This is causing some confusion because it appears some students think it is ok to arrive at school at 8:40am because the gates are still open. This is wrong. School begins at 8:30am, so students should be stood outside their Form rooms ready to begin the day no later than 8:30am.

From tomorrow, all of the gates will be locked from 8:30am which is the time the school day begins. Anyone arriving after this time will need to buzz at the student gate on Berrys Lane and enter through Reception as they would if they arrived after 8:40am.

This is part of our continued work in further increasing our standards.

Thank you in advance for your support.

Yours faithfully

**Mr Stuart Holland**  
**Headteacher**

