

Importance of Punctuality and Adherence to School Timings
Intimation for KG1 to Grade 12

Circular No: HB/AC/24.25/122

Dated: 21/01/2025

Dear Parents,
Greetings!

At Habitat School, we are committed to fostering a positive and productive learning environment for all students. Punctuality plays a vital role in achieving this goal. However, we have recently observed an increase in late arrivals among students using Own Transport or walking to school.

To help students develop good habits and maximize their learning experience, we kindly seek your cooperation in the following:

Timely Arrival:

- Please ensure your child leaves home early enough to arrive at school by 7:25 AM. Punctuality not only sets a positive tone for the day but also ensures students do not miss essential instructions or activities.

Late Arrivals Policy: If a student arrives late to school;

- Parents will be required to meet with the staff at the arrival gate.
- Three instances of late arrival will result in one day of leave for the student.
- Further delays will invoke the Behavior Management Policy.

We kindly urge all parents to prioritize timely arrivals to support their children's academic progress.

Strict Early Dispersal Policy:

- We have also noted some instances of students being picked up before the final bell, causing disruptions to school operations, particularly with bus schedules for KG (11:30 AM) and Grades (2:15 PM).
- Moving forward, early dispersals will only be permitted for valid medical or emergency reasons. Such requests must be communicated directly to the Section Head in advance.

We believe these measures are essential to establish a meaningful and consistent learning culture for our students. Thank you for your understanding and support in ensuring punctuality and adherence to school timings.

Thanks and Regards,



Principal
Bala Reddy Ambati