LEICESTER MEDICAL SCHOOL POLICY ON PUNCTUALITY

Background
Punctuality is an essential requisite of a qualified doctor and foundation year doctors are required to be punctual at all times. The Medical School has therefore developed regulations regarding punctuality in order to help students prepare for their future careers. As a general principle, students should plan to be present at all teaching 5 minutes before it is timetabled to start. Absences recorded as a consequence of lateness will contribute to the overall attendance profile of a student.

Phase One

Lectures
Students should not enter a lecture if they are more than 10 minutes late. The nature of lectures is such that if students miss the start of a lecture they will not be able to understand the latter parts of the lecture. In addition, arriving late at a lecture is disruptive.

Small Group Teaching
The attendance registers will be removed at 10 minutes. At 10 minutes the tutor will ask all students present to ensure they have signed the register. The register will not be available for signing after that point. Students who arrive after 10 minutes will be deemed to have been absent but will be allowed to remain at the small group teaching because the nature of such teaching is that they can still contribute and learn.

Clinical Skills [at the Medical School and RKCSB]
Students should plan to arrive 15 minutes prior to such teaching and must be present at the start of the teaching. Students who are not present at the start of the teaching will not be allowed to attend. It is not possible to teach clinical skills unless the student is present for the whole session.

Phase Two
In Phase Two of the course the same punctuality requirements apply to medical students as do apply to qualified doctors. A student who is not on time is late. This will be taken into account as part of an assessment of professionalism by the supervising consultant[s].