



25th January 2019

Dear Parent / Carer

Re: Change to school day – Consultation

The Governing body and I are writing to you as part of a consultation process to make a change to the school day. The change, alongside the rationale for change, are set out below. We have gone through the process of consulting staff at the Academy and would like to take on board your views before putting in place any changes for September.

Our proposal is that the school day will finish at 2:15 pm on every week A Monday to allow staff to have an extended period of professional development. This will ensure we can support our staff in delivering the best possible education to all students. It will provide staff with the opportunity to visit other schools and attend meetings with external training providers without affecting lessons. The start times for both staff and students will remain unchanged every day of the week. The school buses will depart school early on Monday week A to ensure that students can get home. In summary:

Week A Mondays	School starts at 8:40 am School finishes at 2:15 pm	School buses will depart at 2:25 pm School staff will have extended professional development sessions.
Week A Tuesday to Friday Week B Monday to Friday	The start and finish times remain unchanged School starts at 8:40 am School finishes at 3:10 pm	

The consultation runs from Monday 28th January to Monday 4th March and includes an open forum meeting at the school on Monday 18th February at 5.00 pm where questions can be asked of the Headteacher.

Further details of the consultation and the rationale for the change are attached and copies are available on the Academy's website.

Yours sincerely

Mr T Cartmail
Headteacher

