

KFA/Heads PA/Letters/Parents/Timings of the School Day  
26<sup>th</sup> April 2024

Dear parent/carers

I am writing to you to outline the changes we are making to the timings of the school day from 24<sup>th</sup> June. Please look carefully at the table below and take time to read the rationale that follows.

Year 7	Year 8	Year 9	Year 10	Year 11
All pupils arrive at school and be in their tutor group room by 8.25am – The school gates will be locked at 8.20am. Uniform will be checked on entry to the academy.				
8.25 – 8.45am Register pupils with tutors – planner equipment checks – set the tone – etc Each year group will have a face-to-face assembly once a week during this time.				
08.45 – 09.45 – Period 1				
09.45 – 10.45 – Period 2				
<b>10.45 – 11.05 – Morning break including movement time</b>				
11.05 – 12.05 – Period 3				
<b>12.05 – 13.05 – Lunch, extra curricular activities etc including movement time.</b>				
13.05 – 14.05 – Period 4				
14.05 – 15.05 – Period 5				
15.05 – All pupils leave the academy site unless they are engaged in a Lesson 6.				

We have reviewed the current timings of the school day and believe we can make the following changes to enhance the students experience of school. This will allow opportunities to experience different clubs and activities. We have removed movement time in-between lessons but have added an additional 5 minutes to our morning break. Our breakfast club will run as normal, starting at 07.45am with the last entry being at 08.05am. The tutor session has also been moved back to the start of the school day. This will allow staff to check that pupils are prepared for learning and have the correct equipment. It will also allow time to share any messages and once a week all pupils will engage in a face-to-face assembly around different themes.

We intend to extend our lunchtimes from the current 30 minutes to 60 minutes and offer a variety of clubs and activities for pupils to engage in. We want to put the fun back into education and believe that running a range of lunchtime activities is another step closer to achieving this goal. Our recent 'Big Day Out' has been testament to this, taking over 1000 pupils on a range of different off-site activities shows us what we can achieve when we all work together.

We want to make sure this change is the right one for us so we intend to trial the proposed timings in the last 4 weeks of the summer term, starting week beginning 24<sup>th</sup> June. Information will be shared with pupils over the next month detailing what is on offer in terms of lunchtime clubs and how to book themselves onto their chosen activity. If you would like to discuss any aspect of the proposed timings in further detail then please contact the academy and request to speak with Mr Fernie, Deputy Head Teacher.

Yours sincerely



Mrs Farmer  
Headteacher