



Head Teacher: Miss D Newton

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Dear Parents and Carers,

I am writing to invite your feedback on a proposed adjustment to our daily school opening and closing times. We are proposing to shift our current schedule forward by **10 minutes**, to take effect after the October half term.

Why are we proposing this change?

Our primary reason for this shift is to **align our school hours with other local schools** in the area. We understand that many of our families have children attending multiple local schools, and the current disparity in start and finish times can cause logistical difficulties for morning drop-offs and afternoon collections. We believe this coordination will make the school run much smoother for our families.

Please be assured that this adjustment **will not reduce your child's total learning time**. The length of the compulsory school week will remain exactly the same, fully meeting the Department for Education's statutory requirements.

What are the proposed changes?

The table below outlines the proposed shift:

Session	Current Timings	Proposed Timings
School Gates Open	8:30 AM	8:40 AM
School doors open / Registration Starts	8:40 AM	8:50 AM
School Day Finishes	3:10 PM	3:20 PM

Parents/Carers must remain with their child until 8:40AM until the school doors open.

Reminder: Free Breakfast Club from 8:00 AM

We understand that any shift in the morning schedule can impact family routines and working hours. We would like to take this opportunity to remind all parents that we continue to run our **free Breakfast Club every morning from 8:00 AM**. If the later 8:40 AM gate opening poses a challenge for your morning commute, please feel free to utilize this fully supervised, free provision to ensure your child has a warm, welcoming, and settled start to their day.



Respect, Reflection, Resilience, Responsibility
Inspiring Minds, Shaping Futures





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The Consultation Process and Next Steps

Before making a final decision, the Governing Body and leadership team want to hear your views. The consultation period will run from Friday 4th September to Friday 18th September.

- **How to share your views:** Please submit any feedback, questions, or concerns via Microsoft Form - a QR code to access this is at the bottom of this letter.
- Following the consultation period, all responses will be carefully reviewed by the Governing Body. We will write to you again to confirm the final decision and provide the mandatory notice period before any changes are formally implemented.

Thank you for your continued support and collaboration in making our school community run as smoothly as possible.

Consultation QR code and link



[Parent consultation - opening times – Fill in form](#)

Kind regards,

Miss D Newton



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