



Dear Parents/Carers,

**Proposal to Change the Timings of the School Day - Consultation**

I am writing to inform you of proposed changes to the timings of our school day at St Aidan's Church of England High School from September 2024. This proposal has been developed in conjunction with St John Fisher Catholic High School, to support our Associated Sixth Form provision.

The start time will remain the same, however we are proposing that the school day will end at the slightly earlier time of 3:15pm.

There are also slight amendments to the structure and timings within the school day. Students will continue to receive five lesson per day.

**Current Timings**

**Proposed Timings from September 2024**

8:45 – 9:10am	Form time/ PSHE/Assembly	25 mins		8:45 – 8:55am	Check-in/learning ready	10 mins
9:10 – 10:10am	P1	60 mins		8:55 – 9:20am	WALK time	25 mins
10:10 – 11:10am	P2	60 mins		9:20 – 10:20am	P1	60 mins
11:10 – 11:30am	Morning Break	20 mins		10:20 – 10:40am	Morning Break	20 mins
11:30 – 12:30pm	P3	60 mins		10:40 – 11:40am	P2	60 mins
12:30 – 1:30pm	Lunch	60 mins		11:40 – 12:40pm	P3	60 mins
1:30 – 2:30pm	P4	60 mins		12:40 – 1:25pm	Lunch	45 mins
2:30 – 2:35pm	Travel time	5 mins		1:25 – 2:20pm	P4	55 mins
2:35 – 3:35pm	P5	60 mins		2:20 – 3:15pm	P5	55 mins

The changes ensure we remain compliant with the DfE requirement to provide a minimum expectation of a 32.5-hour school week, and we believe that these changes will be beneficial to the school community and will have a positive effect on your child's education.

The proposal includes beginning the school day with a 10 minute 'check-in' for all students with their form tutor, in their form base. This time allows the form tutor to enact their role of loco parentis, where they can see each of their tutees, ensure they are happy, well, in correct uniform, and make sure they are learning ready and equipped for a successful day. Smaller form groups from September 2024 will support a more personalised start to the school day where each student will be seen and welcomed every day by their form tutor. The school day will continue to start at 8:45am but the 10-minute check-in time before quality learning starts means that all students get a clear and obvious start to learning from 8:55am. Students who may arrive late due to the bus service will not miss any learning time.

At 8:55am all students will attend well-planned and structured 'WALK time'. WALK represents our school values of Wisdom, Aspiration, Learning well together, and Kindness. This structured 25-minute session will be delivered in form groups and provide the time for our literacy focus as well as the opportunity to increase our time for collective worship and come together as the St Aidan's family for a weekly whole school assembly. The programme for each year group will be slightly different; for years 9, 10 and 11 PSHE will continue to be delivered in this time whilst year 7 and 8 will have a bespoke lesson of PSHE delivered within their weekly timetable. Years 12 and 13 will have PSHE delivered through their weekly Living Well lessons and year group tutorials. Our literacy strategy will be delivered during WALK time, and this will focus on developing reading and oracy skills.

The DfE state that reading should be explicitly taught in secondary schools and in July 2023 published their Reading Framework for primary schools with the expectation that all secondary schools will build on this provision and continue to provide bespoke reading opportunities and interventions to ensure all students become competent readers. This time created in the morning will allow us to, not only promote a love of reading for all students, but to identify and implement individual interventions for those students who have poor decoding skills or are reading below their chronological age. Reading is a fundamental skill and is essential for learning and self-development. It expands student knowledge and enhances vocabulary and comprehension skills needed for success in every subject.

Research shows that the majority of schools have a lunchbreak of between 30 and 45 minutes. This is largely due to the demands of the curriculum and its guided learning hours, the increased number of behaviour incidents that occur during unstructured social time, and the focus on staff wellbeing to try and close the formal school day earlier; thus, creating more time for staff training and CPD. From September 2024 we will be making further efficiencies in our serving time and payment methods in all our canteen areas which will reduce the time it takes for students to get through the canteen. We will also be exploring other fast-service ideas such as nutritious grab bags and the ability to pre-order any meal if attending a lunchtime club. There will still be sufficient time for students to take part in clubs, use the library, see staff for intervention, socialise with friends, use the toilets, and eat a sit-down meal within the 45-minute lunchbreak.

Our behaviour data tells us that the number of 'disruption to learning' incidents increase during afternoon lessons. Learning walks show that student concentration levels are reduced in the afternoon and teachers find afternoon lessons the most challenging with regards to student focus and engagement. We have had a focus this year on encouraging students to "walk with purpose" and this will continue next year. Without the 5-minute travel time, students will be encouraged to walk with purpose straight to their final lesson. A reduction of 5 minutes to p4 and p5 will not be detrimental to learning time and will still allow all subjects at all key stages to deliver content in a time above the subjects guided learning hours.

The extra 20 minutes per day that is gained from finishing at 3:15pm results in a further 1 hour and 40 minutes a week that can be invested back into staff training and development to benefit the students and the quality of the education we provide. It will also allow for afterschool events to start earlier and finish earlier which means students who travel some distance to school will be home sooner. In the winter months, this earlier finish will be beneficial to all students so that they get home in the daylight. Our closest primary school finishes at 3:30pm so it is hoped that the change to our finishing time will ease congestion in the local community.

I appreciate that these changes may affect you in terms of childcare or working arrangements, and you may have questions related to your child's education. For this reason, I would like to invite you to please share any feedback that you have by sending it to our administration inbox at: [admin@staidans.co.uk](mailto:admin@staidans.co.uk)

Please ensure that you send your feedback to us by 10.06.24.

We will consider all feedback and confirm the final timings of the school day from September 2024 in writing to all parents no later than 28.06.24.

The information in this letter has also been sent to the school bus companies, local primary schools and school governors.

Yours faithfully



Mrs Siân Dover  
Headteacher

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Headteacher: Mrs S Dover