

Consultation on proposal to change the timing of the school day

Headteacher: Mr S Haigh BSc

Context

As a school we aim to ensure that all aspects of provision are of the highest quality and we make the most of the time our pupils spend at school. We want our pupils to develop into good citizens who are successful both at the end of their studies and in whatever career route they pursue.

A number of strategies have already been implemented that are having an impact in achieving this aim but it is felt that a change in the timing of the school day can ensure that two particular aspects of school life can be significantly enhanced.

1. Enhanced tutorial experience. Pupils already benefit from an enhanced tutorial and assembly programme that supports citizenship as well as the development of good literacy and numeracy skills but Senior Leaders feel the programme could have a stronger impact on personal and academic wellbeing if more time is allocated.
2. Pupils and parents feel that lunch arrangements need to be improved. It is felt that the time pupils have to eat lunch and the queuing system need to be improved.

Proposal

Senior Leaders are proposing that the length of the school day is increased by 15 minutes for all students. This time would enable tutorial / assembly time to increase to 25 minutes and the lunch period to increase to 40 minutes each day. The proposed timing of the new school day is detailed below. Please note that in Week 2, Tuesday Period 5 will continue to be School Improvement Hour.

8.50am	Registration bell
8.55am	Tutorial
9.20am	Period 1
10.20am	Period 2
11.20am	Break
11.35am	Period 3
12.35pm	Lunch
13.15pm	Registration bell
13.20pm	Period 4
14.20pm	Period 5
15.20pm	End of school

What are the advantages of the proposed change?

- Pupils will have more time to develop important skills and knowledge in citizenship whilst also consolidating literacy and numeracy skills.
- Tutors will develop stronger relationships and be better placed to support pupils through greater contact time.
- At present a number of important assemblies over run, leading to lost learning time. This would be prevented.
- A staggered lunch entry could be introduced that would enable KS3 and KS4 pupils to enter the canteen at different times, enabling more efficient service.

What are the implications of the proposed change?

- A number of stakeholders, including parents and staff, may need to make adjustments to afternoon routines as a result of the later end to the school day.
- The catering provision will require adjustments to their schedule.
- School transport will need to adjust to the revised times.
- Staff supervision rotas will require adjustment.
- The working day will be extended for school staff.

Consultation Period / Arrangements / Transparency

The consultation period will open on **Wednesday 5th April 2017** and close on **Tuesday 8th May 2017**. This period is over four weeks and will provide all stakeholders with the opportunity to contribute views and present questions. A sub-committee of the Governing Body will meet on 11th May 2017 to consider a recommendation from the Headteacher as to whether the proposal should go ahead.

All stakeholders can provide views and ask questions through accessing the online survey

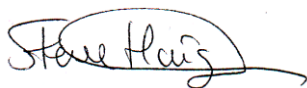
<https://goo.gl/forms/iTORXja4bJ4fLcl42> Please note that it is a requirement for any stakeholder to provide their name and contact details when completing the survey. Any completed survey without this information will not be included in the analysis. 'Nil responses' from all stakeholders who choose not to participate in the consultation will be scored at Scale Point 4, interpreted as 'broadly supportive'.

Pupils will be asked for their views through the school council system which will meet with a single item agenda on Friday 5th May. Views will be collected through the established council system. Parents or carers are invited to attend a question and answer meeting with senior leaders and members of the school Governing Body. To confirm your place at this meeting please book via <https://whickhamschool.parentseveningsystem.co.uk/>. This will take place on Tuesday 2nd May 2017 at 6pm in the Main Hall. Please note that this meeting replaces the scheduled Parents' Forum meeting on Monday 8th May 2017. Members of staff will also have the opportunity to ask questions in a meeting on Monday 24th April 2017.

Any agreed change to the timing of the school day would be communicated to stakeholders by the end of May 2017. Three months' notice of any change would therefore be provided.

Please be reassured that this process will be led and managed in a fair, open and transparent manner. Whilst any recommendation may not be democratic it will incorporate a summary of the collated responses and will be made available to all stakeholders.

Yours sincerely



S. Haigh
Headteacher

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Timeline

31/03/17	Meeting with representatives of staff unions to provide information on the proposal and consultation process.
03/04/17	Proposal presented to staff in Staff Briefing and consultation documents emailed to all staff and governors.
03/04/17	Consultation documents shared with parents/carers via email. (paper copies sent to those who the school does not have an email address for).
	Information shared with the Local Authority, community and transport providers.
	Consultation documents placed on the school website.
04/04/17	Consultation period opens.
	Meeting of the School Council to start the process of consultation with pupils.
24/04/17 (3.15pm)	Staff question and answer meeting (LT and Governors).
02/05/17 (6pm)	Parent/carers question and answer meeting (LT and Governors).
08/05/17	Consultation period ends.
11/05/17	Recommendation made to the Governing Body.