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Tuesday 8th June 2021

Dear Parent/Carer,

Re: Timings of the School Day 2021-22 and onwards

The timings noted below are those which Farlingaye intend to use from September 2021 onwards. They have been agreed following staff consultation and have been approved by governors. They reflect the following intentions:

- **maintain adequate teaching time for students** – we have maintained the pattern of 3 x 100 min lessons per day which the school had used for many years prior to the start of the pandemic. This is in line with Department for Education guidelines, and will ensure that students have enough access to teaching to progress effectively in their courses.
- **ensure that the school day is manageable for all staff and students** – we have shortened break and lunch slightly and have started slightly earlier. This will allow for an earlier finish, which we believe is good for the general wellbeing of staff and students alike. It will also cut down on the amount of ‘dead time’ in the school day.
- **provide enough time during the lunch break for all students to eat and to take part in activities** – running some clubs and activities may be problematic at lunchtime, as there may not be adequate time for setting up and running the activities while still allowing students to get some lunch and use the toilet etc. This concern was taken into account in the final discussions. However, we did note that all areas which run activities agreed that some of these activities could take place during a shortened lunch, and that these could be prioritised when planning lunch sessions for the year ahead, with other activities being moved to the after-school slots where possible. To facilitate this change, we plan to add late buses on Mondays as well, so that more activities can take place on those Mondays when staff are not involved in meetings.

- **create greater flexibility for use of after-school time** – with the emphasis on tutoring and catch-up activities likely to be in place for the next year or more, as well as the need to return to the excellent extended extra-curricular activities that the school has always provided, having access to more time after school will be beneficial for many of our students.

School Day Timings from September 2021

Time	Activity
8.55-9.15	Tutor time
9.15-9.20	Transition
9.20-11.00	Lesson 1
11.00-11.20	Break
11.20-1.00	Lesson 2
1.00-1.45	Lunch
1.45-3.25	Lesson 3

Late buses to depart at 4.45. (Mon-Thu)

Please contact me at Farlingaye if you have any questions or comments on the timings described above.

Yours sincerely,



Andrew Sievewright
Headteacher