

Cottingham Church of England Primary School

Headteacher: Mr Ashley Scott

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Cottingham CofE Primary School

Dear Parent/Carer,

Re: Proposal to Change the Length of the School Day

I am writing to inform you of some proposed changes, *in line with government expectations*, to the structure of the school day at Cottingham CofE. They are:

- **Start of school day (Register) - time of 8:55am**
- **End of school day - time of 3:25pm**

The Mill Rd gate will continue to open at **8:45am** and will close promptly at **8:55am**. Children arriving after this time, via the office, will be marked as late. Children in YR/KS1 will continue to enter their class to join in with morning activities to reinforce and consolidate key learning from the week. Children in KS2 will join their peers either on the playground or in class.

The Department for Education states that all mainstream schools and academies are expected to provide a minimum week of 32.5 hours from September 2023 and publish timings upon the school website. The timings are taken from the official start of the day (register) and includes lunchtimes, breaks and collective worship. Currently our length of week falls short by 10 minutes per day, as a result we are proposing the above changes to the end of the school day.

Should the changes be approved, they will come into force from **Wednesday 6th September 2023**.

After consultation with staff, I believe that these changes will be beneficial to the school community and will have a positive effect on your child's education due to the afternoon's learning being increased whilst allowing the current morning arrangements to continue. There will be a slight change to worship timings (tbc) to allow for the additional, afternoon curriculum time. Timings for after school clubs will not be affected.

The information in this letter has also been sent to the local authority. The staff and I feel there will be minimal disruption, with these small changes.

I appreciate that these changes may possibly affect you in terms of childcare or working arrangements, and in terms of your child's education. For this reason, I would like to invite you to give your feedback by sending your response via e-mail to office@cottingham.pdet.org.uk by noon on Friday 5th May. The results of the consultation will then be communicated to you by Friday 19th May.

Yours faithfully,

Mr A Scott (Headteacher)

CARE – BUILD – FOLLOW - THINK

