



23rd March, 2017

Dear Parents /Carers

I am writing to let you know that, in order to allow more time for learning, we are considering changes to our school day schedule. The most significant alterations involve shortening lesson times, in order to enable students to access a broader range of subjects, as well as extending the school day, so that students finish at 4.05pm, on Monday and Tuesday and at 3.05pm on Wednesday, Thursday and Friday.

This has been a time of enormous change in educational requirements and standards. It's crucial to the success of our students that they rise to the new challenges being presented by a new national curriculum and new GCSE scoring methods and alongside this, we want to ensure that our students get as much choice as the timetable can offer them with their option selection. We feel that these changes, which are outlined below, are necessary in order for our students to have the opportunity to keep up with their studies and achieve the results and qualifications they need to be able to go on to university or the career of their choice.

Our decision to explore changing the school day has not been taken lightly. We are constantly evaluating how we can provide the best opportunities and deliver the best quality education for all our students, and these proposals are a reflection of that work. That being said, we think it's important for parents and the wider community to have their say on these plans, so we are launching a consultation to gather your views. This will give you a chance to comment on these changes and how they might affect you and your child.

In summary, the proposed changes are:

- There is no change in the start time of 8.45am
- Change in end time on Monday and Tuesday to 4.05pm and Wednesday, Thursday and Friday to 3.05pm.
- We will be moving from lessons that have a duration of **1¼ hours** to **1 hour lessons**, which would equate to a **5 or 6 period day**, depending on the day. This will allow students to access a broader range of subjects each day.
- Break time will be reduced from **30 minutes** to **20 minutes**.
- Lunch will be reduced from **50 minutes** to **30 minutes**.
- These changes are proposed to begin from September, 2017.

On the next page, is a copy of the new, proposed schedule, for your reference.

Current school day

Tutor time	8.45am
Lesson 1	9.00am
Lesson 2	10.15am
Break	11.30am
Lesson 3	12.00pm
Lunch	1.15pm
Lesson 4	2.05pm
End time	3.20pm

Proposed school day

Lesson 1	8.45am
Lesson 2	9.45am
Break	10.45am
Tutor	11.05am
Lesson 3	11.35am
Lesson 4	12.35pm
Lunch	1.35pm
Lesson 5	2.05pm
Lesson 6 (only Monday/Tuesday)	3.05pm

We want to hear your views on these proposed changes. Our consultation will last until 21st April 2017. If you'd wish to comment, please respond via email to pralph@arkhelenswood.org. I understand that you also may have questions on this, so I will be holding a meeting for Parents and Carers as follows:

Date: Thursday 30th March 2017

Time: 5.30pm

Location: Lower School Drama Studio

Please fill in the slip on the next page if you wish to attend and return to the Upper or Lower School office. We look forward to receiving any feedback you may have.

Yours sincerely



Tracy Dohel
Principal

Please return to the Upper or Lower School office

I will be attending the Parent / Carer meeting Thursday 30th March at 5.30pm.

Name of child	
Form	
Signed	
Date	