

June 2018

Dear Parent / Carer,

As part of our review of the provision at Coppice Spring School the Leadership Team feel that there would be certain benefits in making a change to the school day. This would not alter the start or finish for students apart from on a Friday where ***we are recommending a change so that Friday becomes a whole day in school*** (rather than the 12.30pm finish we currently have).

We would like to make this alteration to the week for the start of the next academic year (September 2018).

Each day of the week would be of equal time and be structured as below:

08:50 - 09:00	Arrival to school / Breakfast Club
09:00 - 09:20	Registration
09:20 - 10:05	Period 1
10:05 - 10:50	Period 2
10:50 - 11:05	Break
11:05 - 11:50	Period 3
11:50 - 12:35	Period 4
12:35 - 13:00	Lunch 1 (all students in hall)
13:00 - 13:25	Lunch 2 (all students in supervised activity)
13:25 - 13:30	Registration
13:30 - 14:15	Period 5
14:15 - 15:00	Period 6
15:00	Dismissal

### Summary of changes:

- A 10 minute window for arrival to school.
- Reduced registration time.
- 15 minute morning break and a 50 minute split lunch break (25 minutes in Hall to eat lunch / 25 minutes supervised activity).
- 4 Enrichment sessions that will be split across the week providing KS4 students with an opportunity for an additional 1 or 2 formally accredited qualifications.
- Timetable runs all day Monday – Friday.

### Rationale for changes to school day:

- Ensures greater safeguarding for students with working parents.
- Brings school in line with other schools – easier for families.
- Brings school in line with other schools – reduces potential stigma of being a ‘special school student’.
- Increases the potential qualifications open to KS4 students.

We would appreciate your thoughts around this proposal which will be shared with the Local Governing Body (4<sup>th</sup> July) and Delta Education Trust Board (12<sup>th</sup> July). We anticipate a decision to be made at this time. If a change is agreed it would be introduced for the start of the next school year (September 2018).

I will be available on Progress Review Day if you have any questions. Alternatively you can contact me or make comments by emailing:

[consultation@coppicespringschool.com](mailto:consultation@coppicespringschool.com)

Yours sincerely

Matthew McLoughlin-Parker

Headteacher