

28<sup>th</sup> June 2021

Dear Parents and Carers,

I am writing to you today to inform you of changes we are making to the structure of the academy day. We have had a significant number of amendments this year and we are looking forward to returning to something more in line with our normal arrangements. However, as always, we continually reflect on what is best for the academy and our students and therefore have made some alterations to how the week will look next academic year. As we hope the current COVID-19 arrangements will not be in place from September e.g. staggered entrances and exits, we wanted to confirm these arrangements with families.

The main rationale for the change is to ensure that training and development time for staff enables us to drive improvements, especially regarding curriculum and teaching/learning. Therefore, we have decided to move our early finishes to the following days. The rationale is detailed below.

- The switch from Friday to Monday will enable our secondary teaching staff to map the week's curriculum and work together in a new co-planning model that will support driving improvements inside our classrooms. This is especially important to assist our new Year 7 cohort.
- The switch from Tuesday to Thursday is to ensure that we maximise training and development time for primary and secondary staff. We believe last thing on a Friday is not the most effective time for this. Furthermore, this model will work more effectively with Ark's arrangements.
- Changes have also been made to facilitate our enrichment programme next year across all phases.

#### Secondary phase start and end times

Day	Monday	Tuesday	Wednesday	Thursday	Friday
Morning start time	08:25	08:25	08:25	08:25	08:25
Afternoon end time	15:00	16:00	16:00	15:00	16:00

#### Primary phase start and end times

Day	Monday	Tuesday	Wednesday	Thursday	Friday
Morning start time KS1/KS2	08:35/08.45	08:35/08.45	08:35/08.45	08:35/08.45	08:35/08.45
Afternoon end time KS1/KS2	15.50/16:00	15.50/16:00	15.50/16:00	14:50/15.00	15.50/16:00

Further communication will be sent out confirming timings of the academy day, along with arrangement for the start of next academic year. I ask for your patience in receiving this final details as wait for further guidance from the DFE regarding COVID-19 guidance. If you have any questions do not hesitate to contact us.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Morgan Haines', written in a cursive style.

Morgan Haines  
Principal