



3 May 2019

Dear Parents / Carers

Subject Summer Exam Series 2019 – Temporary Changes to the pattern of the School Day

I am writing to you to inform of temporary changes to pattern of the school day, which will come into effect from **Monday 13 May 2019** and will last for four school weeks. The final day of the temporary arrangements will be **Monday 17 June 2019**, reverting back to the normal timetable structure on Tuesday 18 June 2019.

The temporary changes that are outlined below are a part of our strategy to support students who will be sitting the majority of their externally assessed GCSE and A Level examinations during this time and to ensure that they have the best conditions possible to achieve excellent results. With afternoon exams all starting at 1pm and lasting up to two or more hours, it is important that our students have the opportunity to eat a nutritious meal and be adequately hydrated before the afternoon sitting. It is also extremely important that exam venues are as quiet as possible and this is best achieved when all other students are in lessons (rather than in social areas).

In order to achieve these aims the school day will be temporarily restructured to ensure that the afternoon break takes place prior to the afternoon exam session and that there are two lessons after the lunch period.

The timings of the day for the duration of this period will be as follows:

8:00 – 8:25	Breakfast Club
8:20	Doors open
8:30 – 8:50	Registration/Tutorial/Assembly
8:50 – 9:50	Period 1
9:50 – 9:55	Movement time
9:55- 10:55	Period 2
10:55 -11:20	AM Break
11:20 -12:20	Period 3
12:20 -12:55	PM Break
12:55 – 1:55	Period 4
1:55 – 2:00	Movement time
2:00 – 3:00	Period 5

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Mr Gary Mullings BA (Hons)
Headteacher

It is important to note that the school day will start and finish at the same time as is currently the case. Students will be marked as late if they arrive to school after the bell has been rung at 8.30 am and assemblies and tutorial sessions will continue as normal.

Thank you in advance for your support in this matter. Please do not hesitate to contact me at the school if you have any additional questions or queries.

Yours sincerely

A handwritten signature in black ink that reads "D. M. Cowling". The signature is written in a cursive style with a large, looping 'C' at the end.

Mr D. M. Cowling
Deputy Headteacher