



1st November 2023

Dear Parents and Carers,

Extension to the school day from September 2023

From September 2023 all schools are required to open for 32.5 hours a week or 6.5 hours a day. Our school day is currently 6 hours 10 minutes a day equalling 30 hours and 50 minutes each week. We therefore need to increase our school day by 20 minutes.

Our current day runs from 8.50am to 3pm. We propose to increase our day by starting 10 minutes earlier and ending 10 minutes later. So, our day will run from 8.40am to 3.10pm. The additional time gained will allow a longer tutor period each morning giving more time to our PSHE curriculum, it will also permit slightly longer break and lunch times.

We believe this change will have a minimal effect on most families. We have deliberately chosen to end our day no later than 3.10pm to ensure our students can still collect younger siblings from the primary school as we know this is important to many families. The school buses are run by Norfolk County Council and we have been assured timetables can be adjusted to support these new times.

By explaining this proposal well in advance, we hope everyone has the opportunity to adjust their daily routines as necessary. Should you wish to make any comments regarding the proposal please write to me or email using the address head@stclementshigh.org.uk. All comments should be received by 21st November. A summary of the proposed change is shown below.

Proposal Summary

From September 2023

School start time: **8.40am** [10 minutes earlier than our current 8.50am]

School end time: **3.10pm** [10 minutes later than our current 3pm]

Yours sincerely,

Mr N.K. Willingham
Headteacher