



London Borough of Enfield  
**PRINCE OF WALES**  
PRIMARY SCHOOL

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11<sup>th</sup> May 2018

## **Consultation Letter: Changing the Times of the School Day**

Dear Parents / Carers,

We are writing to you as part of a consultation process to make changes to the structure of the school day at Prince of Wales Primary School from September 2018. The changes, alongside the rationale for change, are set out below. We are simultaneously consulting staff at the school and would like to take on board your views before putting in place any changes for September.

### **Change of the School Day**

**Learning will start slightly earlier at 8.45am and end at 2.30pm. (The children's learning time will remain the same)**

If you wish for your child to stay until 3.30pm, they will join an enrichment activity club run by school staff, otherwise you will be able to collect your child at 2.30pm.

### **Break times**

Instead of a fixed break for all children together during the morning, they will have access to fresh air and physical movement during class time; this will be a teacher led activity.

### **Lunch times**

Lunchtimes will be staggered and last 40 minutes.

### **Teacher continuity**

All teachers will have their lesson planning and meeting times each day from 2.30pm, meaning that the class teacher will teach all lessons every day.

### **Rationale for change**

#### **1. To raise standards**

- a. Research shows that pupils learn better in the morning and our proposed school day aims to optimise learning time.
- b. Pupils will be working consistently with the same adults; we know that this stability improves class behaviour and attitudes to learning.
- c. Where specialised teachers currently have to cover classes, they will now be available to take the maths, reading, phonics and English language groups they have been employed to teach.
- d. More pupils will have access to a wide range of enrichment activities after school, which will bring the proven benefits of informal learning.

#### **2. Improve staff well-being**

- a. Teachers are able to spend time every day in school on planning, lesson preparation and assessment.
- b. Improved work-life balance and morale amongst staff.

### **3. The school budget**

The result of this school day restructure will improve many aspects of school life, including our school budget which despite being very well managed is under pressure due to a range of cost increases and funding cuts. The school will save money by no longer having to pay for supply teachers or specialist coaches to cover classes when the teachers have planning time (PPA).

When teachers are ill or need leave we will be able to cover it internally without extra cost. There is currently a cost for PPA and by these actions we hope to reduce this cost as part of our overall budget controls.

### **4. Other benefits**

- a. While the school is still offering care from 7:30am to 6:00pm, parents now have more choice: your child can start at 7:30am or 8:45am and can be collected at 2:30pm, 3:30pm or 6:00pm (depending on the use of paid-for after school clubs). There will also be some flexibility on which days to use this provision.
- b. At the moment, parents with more than one child may have to wait for one of their children that attends a club. Through the proposed after-school enrichment, their children can participate in clubs at the same time and therefore can be collected together at 3:30pm.
- c. Children's medical appointments can be made after 2:30pm which should make booking an appointment easier for you.
- d. Having collection times at 2.30pm and 3.30pm should ease traffic congestion in our road and area, making the journey for our families easier to manage.
- e. Schools that have introduced this restructured day experience improved recruitment and retention being able to attract best quality staff.

**TO REASSURE PARENTS: CHILDREN WILL RECEIVE THE SAME AMOUNT OF LEARNING TIME.**

**WE NEED TO GET YOUR VIEWS ON THIS CHANGE AND WILL BE CONSULTING WITH PARENTS FOR THE NEXT TWO WEEKS. WE ARE ALSO CONSULTING WITH STAFF AND GOVERNORS AND WE WILL BE HAVING CONVERSATIONS WITH THE CHILDREN.**

**MEETING WITH PARENTS RE: CHANGE TO THE SCHOOL DAY TO BE HELD ON:  
THURSDAY 17TH MAY – 5.00PM AND FRIDAY 18<sup>TH</sup> MAY – 9.00AM  
(Please note that you only need to attend one session)**

**A copy of the presentation, led by Mr Bless, will be available on the website. If you are unable to attend the meeting, you are able to view the presentation so that you can make an informed decision when completing the online questionnaire.**

Please complete our parent survey once you have read through the information and/or attended the presentation. (You will be sent the link by text message and you can also find it on our school website).

The consultation will finish on Thursday 24<sup>th</sup> May 2018 and the school community will be informed of the outcome in w/c 4<sup>th</sup> June to facilitate any changes that you may need to make from 1<sup>st</sup> September 2018.

Yours sincerely,

Mr Jan M Bless  
Headteacher