

# Consultation Paper



## Altering timings of start and end of school day

The Governing Body are consulting parents/carers, staff, local schools and the local authority about a proposal to change the timings of the school day.

At the present time, Branfil has a longer day than any other school in our locality. The benefits of making the start time consistent for all children from Reception to Year 6 and making the end of the day 15 minutes earlier would be:

- Improved punctuality for KS2 children
- Increased liaison time between teachers and support staff at the beginning and end of each day
- Elimination of morning waiting time for parents/carers with children in both R/KS1 and KS2
- More productive Senior Leadership Team due to reduced time at the gates in the morning for safeguarding
- Teachers able to be punctual for training and meetings in other schools at the end of the school day.

**Proposed timings** (timings *within* the day are subject to change)

### ○ Reception, Year 1 and Year 2

	Time of session	Daily hours	Weekly hours
In	8.45 – 8.55am		
registration	8.55 – 9.00am		
assembly	9.00 – 9.15am		
Session 1	9.15 – 10.30am	1 hour 15 mins	6 hours 15 mins
break	10.30 – 10.45am		
Session 2	10.45 – 11.50am	1 hour 5 mins	5 hours 25 mins
lunch	11.50 – 12.50am		
registration	12.50 – 12.55pm		
Session 3	12.55 – 3.10pm	2 hours 15 mins	11 hours 15 mins
<b>Total</b>		<b>4 hours 35 mins</b>	<b>22 hours 55 mins</b>

This meets the current minimum recommendation of 21 hours per week for 5-7 year olds

### ○ Years 3 - 6

	Time of session	Daily hours	Weekly hours
In	8.45 – 8.55am		
registration	8.55 – 9.00am		
assembly	9.00 – 9.15am		
Session 1	9.15 – 11.00am	1 hour 45 mins	8 hours 45 mins
break	11.00 – 11.15am		
Session 2	11.15 – 12.30pm	1 hour 15 mins	6 hours 15 mins
Lunch	12.30 – 1.25pm		
Registration	1.25 – 1.30pm		
Session 3	1.30 – 3.15pm	1 hour 45 mins	8 hours 45 mins
<b>Total</b>		<b>4 hours 45 mins</b>	<b>23 hours 45 mins</b>

This meets the current minimum recommendation of 23.5 hours per week for 8-11 year olds

## Start and finish times

	Start	Finish
Reception, Year 1 and Year 2	8.45am – 8.55am	3.10pm
Years 3 - 6	8.45am – 8.55am	3.15pm

Gates open 8.40am – 8.55am (15 minutes less than now)

Registers taken at 8.55am each day

## Implications for the school

- Start time of after school clubs – impact on external staff
- Abacus timings to be adjusted – possible impact on cost

## Timings for other local schools for comparison

School	Start of Day		Lunch		End of Day	
	KS1	KS2	KS1	KS2	KS1	KS2
Engayne Primary	8.55am	8.50am	11.45am – 12.45pm	12.15pm – 1.15pm	3.10pm	3.20pm
Hacton Primary	9.00am	8.55am	12 noon - 1.00pm	12noon - 1.00pm	3.10pm	3.20pm
The James Oglethorpe Primary	8.50am	8.50am	12.15pm – 1.15pm	12.15pm – 1.15pm	3.10pm	3.15pm
St Joseph's Catholic Primary	8.45am	8.45am	11.55am – 1.00pm		3.15pm	3.15pm
St Mary's Catholic Primary	9.00am	9.00am	Between 11.45am – 1.00pm		3.10pm	3.15pm
Upminster Infants	8.55am		12 noon – 1.15pm		3.00pm Y2 3.05pm	
Upminster Juniors		8.55am		Y3/4 12.15pm – 1.15pm Y5/6 12.30pm- 1.30pm		3.15pm

## Notice period

At least 3 months' notice must be given before any change that affects when the school begins in the morning or ends in the afternoon, or both. The Governing Body would implement this change from 1<sup>st</sup> September 2018, providing adequate notice for everyone affected.

## Consultation meeting

Tuesday 1<sup>st</sup> May 2018 at 9.00am in the school hall

## Comments

Please address comments 'FAO Mrs Sansom and the Governing Body' via the school office (email or written) – to be received by Friday 11<sup>th</sup> May 2018.