

11 March 2020

Dear Parent/Guardian,

Break time and lunch time pilot

As our school continues to grow and develop, we are constantly evaluating our school procedures and processes.

Our building provides us with fantastic facilities and teaching & learning spaces, it is however very full and can feel crowded – especially during the unstructured times such as morning break and snack break. Additionally, we have three lunch sittings which means a third of the school have their period 4 lesson interrupted by lunch and the corridors being busy (with students arriving and leaving their lunch sitting).

I am writing to inform you that for the next three weeks (starting Monday 16 March) we will run a pilot adjustment to the timings of the school day.

Adjustment 1- we will stagger the morning break time across two slots – this way we will have half the school on break whilst the other half is in their tutor group. This will reduce the volume of students in corridors and break time areas (including outside where space can be limited)

Adjustment 2 – we are going to attempt to dispense with the middle snack break. This means no interrupted lessons during period 4 and it means that we can “zone” the students coming down to lunch according to their floor. It also means we can increase the number of staff supervising each lunch sitting. We have been working very closely with our catering team, and believe that it will be possible to achieve this change and ensure that all students wishing to purchase their lunch will be able to do so.

Following this three week pilot (which runs until the end of term), we will collect feedback and evaluate whether we should make this a permanent change in September.

We will be sharing these plans with students over the next couple of days.

Yours Sincerely,



Mr A Johnson
Headteacher