



Consultation to Change the times of the School Day

To Whom It May Concern

We, the Governing Body of Pencoed Comprehensive School write to you as part of a consultation process to make changes to the times of the school day. The changes, alongside the rationale for change, are set out below.

We propose

1. Lunch will be 40 minutes long as opposed to 55 minutes, thus reducing the lunch hour by 15 minutes.
2. To start the day 10 minutes earlier. Staff will be required to arrive in school by 8.30am for briefing and pupils will need to be in school for registration by 8.40am.
3. School will end at 3.00pm, reducing the end of the school day by 25 minutes. There will be no reduction in teaching and learning time under the proposed changes.

The school day would change as follows:

Current	Proposed	
8.50 – 9.10	8.40-9.00	Registration/Tutor period
9.10- 10.10	9.00-10.00	Lesson 1
10.10- 11.10	10.00-11.00	Lesson 2
11.10-11.30	11.00-11.20	Break
11.30- 12.30	11.20-12.20	Lesson 3
12.30- 1.30	12.20-1.20	Lesson 4 / Registration
1.30 – 2.25	1.20-2.00	Lunch
2.25 – 3.25	2.00-3.00	Lesson 5

Why the change the school day from its current format?

1. **To reduce the times of the lunch break.** We propose this change because the current lunchtime allocation is too long and this can impact negatively on pupil behaviour. The two canteens effectively feed all pupils within 30mins. Lunchtime clubs will still run and this change will not impact detrimentally on these. It may open up further opportunities from 3.00pm onwards, thus allowing students ample time in the evening to balance school and leisure activity. By reducing the length of the lunch break, we aim to reduce the number of behaviour incidents which occur during this time, and maintain student focus on learning in the afternoon. We hope this will alleviate relationship issues which can often continue into the evening, either via social media or within the community.

Mr E H Jones Headteacher	Mrs N Charles Deputy Headteacher	Mrs C Edwards Assistant Headteacher	Mr R Green Assistant Headteacher
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- 2. To change the start times of the school day from 8.50am to 8.40am for pupils.** We propose this change because starting school earlier maximises learning in the morning session and ties in with our main proposal of reducing the school day. Starting at 8.40am plus the 15 minute reduction of the lunch break would enable us to end the day at 3.00pm.
- 3. To alter the timing of the end of the school day from 3.25pm to 3.00pm.** The end of the school day can change to 3.00pm if the day starts 10 minutes earlier and the lunch break is shorter. The benefits of an earlier finish are that after school activities such as sport, drama and revision sessions for students can begin sooner and during the winter months this will mean clubs will finish before it becomes dark. Additionally school fixtures for students will be aligned with other schools' timetables across the Local Authority, thus reducing impact on learning time for those students involved.

These proposed changes would bring the school day at Pencoed Comprehensive School more in line with a number of other schools in Bridgend, many of whom report an improvement in the behaviour and attitude of students in the afternoon as a consequence. We would also benefit from aligning our day with that of other schools for curriculum development and working in collaboration with other schools in the Local Authority.

For safety reasons, we have deliberately structured our proposed change to ensure the finish time of the school day remains different to that of Croesty Primary School.

In order for the change to happen for the start of the academic year 2019/20, the consultation process would have to be completed by May 31st 2019.

We would like to take on board your views before putting in place any changes for September 2019.

To this end, a Consultation meeting will be held by the Governing Body on December 17th 2018 at Pencoed Comprehensive School, Canteen Block 5 at 4.30pm. The meeting is open to all parents and carers of registered pupils at the school and the Headteacher and all staff of the school. If you are unable to attend the Consultation meeting, you may submit written comments on the proposed changes before the meeting takes place. Written submissions should be marked Response to the Consultation and all responses should be sent to the Clerk to the Governors at the school.

Copies of this statement are available for inspection at the main reception of the school during the two week period preceding the meeting on December 17th 2018.

Yours faithfully

Mr A Rea
Chairman of the Governing Body on behalf of the Full Governing Body

Mr E H Jones	Mrs N Charles	Mrs C Edwards	Mr R Green
Headteacher	Deputy Headteacher	Assistant Headteacher	Assistant Headteacher

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