



Sir Graham Balfour School

Member of **INSIGHT**
MULTI ACADEMY TRUST

Our Ref: MMM / VM

30th April 2024

Dear Parents & Carers

Please see below for two important updates relating to INSET Days and the timings of the school day for the 2024-25 academic year.

INSET Days for the 2024-25 Academic Year

I would like to take this opportunity to confirm our INSET Days for the 2024-2025 academic year. Our INSET Days are as follows:

Monday 2nd September 2024
Tuesday 3rd September 2024
Friday 25th October 2024
Friday 22nd November 2024
Monday 21st July 2025

It means that the first day of school in the 2024-25 academic year will be Wednesday 4th September 2024. You can find full details of our term dates on our school website - [Term Dates 2023 - 2024 & 2024 - 2025 - Sir Graham Balfour School](#).

Confirmation of the change to the length of the school day

See below for confirmation of the timings and structure of the school day here at Sir Graham Balfour School. These timings will be in operation from Wednesday 4th September 2024 onwards:

Form Time	08.45 to 09.10
Period 1	09.10 to 10.10
Period 2	10.10 to 11.10
Break	11.10 to 11.30
Period 3	11.30 to 12.30
Period 4	12.30 to 13.30
Lunch	13.30 to 14.15
Period 5	14.15 to 15.15

School transport, local primary schools and the Local Authority will all be informed of these changes.

Yours faithfully

Mr M Mason
Headteacher