



Sir Graham Balfour School

Member of Sir Graham Balfour Multi-Academy Trust

3rd April 2020

Dear Parents and Carers

Re: Proposal to change the length of the lunch break and thus the school day

In a break to my usual emails about Coronavirus and its impact on our school, I am writing to inform you of two proposed changes to the structure of the school day here at Sir Graham Balfour School, which have been under discussion for many weeks here at school. They are:

- To reduce the lunch break from 50 to 40 minutes.
- As a consequence of the above, to end the formal school day at 3.10pm (from the current 3.20pm)

Should the changes be approved, they will come into force from the start of the new term this September.

Whilst the changes are slight in terms of time, I believe that they will be beneficial to the school community, and will have a positive effect on your child's education. For some students, a lunch break of 50 minutes is too long, leading to a loss of focus and inability to quickly re-engage in the very important afternoon lesson. Some students become over-excited and find it difficult to settle quickly back into the attitude required for lessons and learning to be successful. We feel as well that this slight change will allow us to coordinate more successfully with other schools re after-school fixtures and also allow for students who walk home, to do so with a little more light during the darkest winter months.

We have already consulted with staff and students about this proposed change, with the vast majority welcoming the change, for the reasons given above. There should be no significant impact on lunchtime clubs, and students who attend them will be given a pass to jump the queues at lunchtime, if they buy food from the dining hall.

The information in this letter has also been sent to our local primary schools, the Local Authority and the bus companies. We will make sure to work together so that there is minimal disruption.

I appreciate that you may have questions you would like to ask. For this reason, I would like to invite you to give your feedback by sending your responses to: lunchtime@sirgrahambalfour.staffs.sch.uk at any point from Monday 20th April to Monday 4th May inclusive.

We will release the results of the consultation by 18th May; we will communicate the outcome to you by letter, by a notice on our website and by an update on our Facebook page.

Yours sincerely

Mrs L D Beck
Headteacher

Mr M Winkle
Chair of the Local Governing Body