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**Phone:** (01902) 558284

**Head Teacher:** Miss T. Challenor

Monday 2<sup>nd</sup> June, 2025

Dear Parents and Carers,

**Re: Proposal to change the length of the school day**

I hope that you have all had a lovely half-term break.

Today, I write to you to inform you about a change we would like to introduce at the start of the Autumn Term (in September 2025) which involves changes to the school day. Please rest assured that we are committed to providing the highest possible quality of education for our children and believe these changes will help us to continue to achieve this.

To help inform our decision-making process, I would like your views on our proposal to change the structure of the school day at Dovecotes Primary School.

The proposal is:

- To start school earlier at **8:30 am on Monday to Friday**.
- To finish the school day earlier each **Friday at 1.20pm** (instead of 3.25pm).
- To continue to **finish at 3:25pm from Monday to Thursday**.
- **To provide clubs – free of charge - each Friday until the end of the school day** for working families who provide evidence that they are unable to collect their children at 1.20pm.

All teachers are entitled to 10% planning, preparation and assessment (PPA) time out of class which equates to around half a day per week for each and every teacher. You will appreciate that our teachers spend much longer than this dedicated half a day in preparing sessions, making resources and marking and assessing work outside of the school hours.

Throughout the day, we cover these PPA sessions in a number of ways. We use additional teachers, and support staff, who all know our children very well, so that teachers can be released. We also use outside companies such as Wolverhampton Music School and Soccer 2000. However, this does mean that classes can be taught by more than one person throughout the week.



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These new arrangements would mean that the need to cover classes would reduce significantly, meaning greater consistency for the children as the teacher would teach the class full-time.

Another benefit of these changes would mean that all teachers would have their PPA at the same time, so that they could plan together and also plan subjects more effectively; for example, the teacher who leads science would be available to support any science planning.

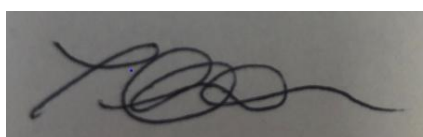
The school will continue to meet its legal responsibility to cover the content set out in the National Curriculum. All children will receive the stipulated hours curriculum time per week this is because we are extending the school day Monday to Thursday. No subjects will be taken off the timetable.

This change has been shared with governors, the Local Authority and staff. The response from everyone has been both supportive and positive. Please appreciate that we have not taken this decision lightly and a great deal of thought and discussion has taken place. We genuinely do believe that this decision will have a positive impact.

I appreciate that these changes may affect you, in terms of childcare or working arrangements, or you may have queries regarding the proposed changes to the school day. For this reason, I would like to invite you to give your feedback by completing the Microsoft Form by following the link <https://forms.office.com/e/yjLtNC1Rwk> Alternatively please send your responses to myself, Miss Challenor, by email to [dovecotesprimaryschool@wolverhampton.gov.uk](mailto:dovecotesprimaryschool@wolverhampton.gov.uk). Please note that responses need to be received no later than **Monday 16<sup>th</sup> June 2025 at 12 noon**.

We will release the results of the consultation by Friday 20<sup>th</sup> June, 2025.

Yours sincerely



Miss T Challenor

Headteacher

Dovecotes Primary School



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