



Woolwich Polytechnic

School for Girls

Ms. S. Kazmi MA. BA (Hons). NPQH

Birchdene Drive, London, SE28 8RP

13<sup>th</sup> May 2020

Dear Sir/Madam,

**Formal Consultation: Changes to the timing of the day**

We hope this letter finds you and your family well and safe. We are writing to you to inform you of our intention to adapt the timings of the school day at Woolwich Polytechnic School for Girls from September 2020. This process began with consultation of staff; now our Governors and Trustees have asked us to consult with other interested groups. It will also be shared with public transport companies as well as you as parents.

We will be changing the timings of the school day in the following ways:

- a) The start and end times of the school day will both be later
- b) On Wednesdays, students will finish school earlier

The timings would look as follows:

Monday- Friday **except** Wednesday

Period	Time
AM Reg	8.45am
1	9.10am
2	10.00am
Break	10.50am
3	11.05am
4	11.55am
Lunch	12.45pm
5	1.25pm
6	2.15pm
PM Reg	3.05pm
End of Day	3.15pm

Wednesdays **only**

Period	Time
AM Reg	8.45am
1	9.10am
2	10.00am
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Lunch	12.45pm
5	1.25pm
PM Reg	2.15pm
End of Day	2.25pm

Our reasoning for adjusting the start and end times of the day are to accommodate the issues that students and staff may have had whilst using public transport on the way to school. By moving to a slightly later start, we hope that this gives students and staff using public transport more time to get to school and therefore ensure that everyone arrives in plenty of time.

As you can see, we also will have an early closure on Wednesdays. This will in no way affect the curriculum being taught or the number of teaching hours as our timetable has already been adjusted to support this. Instead, as a growing school, it will give us the opportunity to provide vital staff

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development and training on curriculum and planning to ensure the very best outcomes for your daughter. We also have lots of new staff joining us each year and our induction needs will be far greater. We envision this to be a temporary measure until we are full as a school.

We do apologise that this has been delayed in coming out to everyone, this delay has been due to us having to prioritise adapting to the current climate and setting things up to support home-learning during the closure caused by COVID-19.

If you have any views to share on this, please email Ms R Burrows ([rburrows@woolwichpoly.co.uk](mailto:rburrows@woolwichpoly.co.uk)) with the subject heading 'Timings of the Day' by **Friday 22<sup>nd</sup> May**.

Yours sincerely,

WPSfG's Team