Dear Parents and Carers,

**Okehampton Community College**

**Changes to the Timings of the School Day**

As a school, we are working hard to ensure that all our students receive a full provision of academic, pastoral and enrichment offer that supports the needs of every individual. At this stage in the academic year planning cycle, we are looking to review all aspects of our school and ask ourselves the questions of whether we could do more to improve the ‘lived experience’ of students each and every day.

**Summary of Proposed Changes**

**Tutor Time**

The proposal is to bring together the current morning and afternoon tutor time and, move to one extended morning tutor. Giving the tutor and students an extended morning tutor session, will allow us to ensure that every student is ready for their day of lessons in terms of being in correct uniform and having the right equipment and all students’ pastoral needs are given ample to time to reassure and settle them ready for the day ahead. It will also allow us to provide a more coherent morning assembly programme that gives all students access to key messages and personal development opportunities at the start of each day.

**Transitions**

We are seeking to introduce two transition/travel opportunities into the school day to facilitate more opportunities for students to take comfort breaks and to minimise disruption to learning. Student voice has indicated that students would appreciate the travel time to support their well-being and allow for comfort breaks, and also to ensure that they have enough time to travel across the campus and to arrive at lessons in a punctual manner.

**Enrichment & Professional Development**

We would like to offer a broader enrichment program after school each day, so that every student has an opportunity to try new activities and deepen their skills in a wide range of activities. The proposed changes to the school day would allow us more time to offer extended after school activities alongside improving our professional development offer for staff, allowing us more opportunities to offer training and collaboration for our teams. These are key parts of the ongoing development and improvement model that we are working towards.

The proposed changes would like this:

|  |  |  |  |
| --- | --- | --- | --- |
| **Current School Day 2022/23** | | **Proposed School Day 2023/24** | |
| **Session** | **Time** | **Session** | **Time** |
| Registration/Tutor 1 | 8.45 to 9.00 | Registration/Tutor 1 | 8.40 to 9.00 |
| Period 1 | 9.00 to 10.00 | Period 1 | 9.00 to 10.00 |
| Period 2 | 10.00 to 11.00 | *Transition* | *5 mins* |
| BREAK 1: lunch/ Snack | 11.00 to 11.30 | Period 2 | 10.05 to 11.05 |
| Period 3 | 11.30 to 12.30 | BREAK 1: Lunch/ Snack | 11.05 to 11.35 |
| Period 4 | 12.30 to 13.30 | Period 3 | 11.35 to 12.35 |
| BREAK 2: lunch/ Snack | 13.30 to 14.00 | *Transition* | *5 mins* |
| Period 5 | 14.00 to 15.00 | Period 4 | 12.40 to 13.40 |
| Registration/Tutor 2 | 15.00 to 15.20 | BREAK 2: Lunch/ Snack | 13.40 to 14.10 |
|  |  | Period 5 | 14.10 to 15.10 |
|  |  | End of School Day | 15.10 |

**This means that the school day will finish at 15.10 each day.**

Please do email the college at [admin@okehamptoncollege.devon.sch.uk](mailto:admin@okehamptoncollege.devon.sch.uk) with any feedback regarding these changes.

Yours sincerely

A black and white drawing of a handwritten note

Description automatically generated with low confidence

**Andrew Sweeney**

**Principal**