



Notre Dame
Catholic College



School Day Change Consultation May 2024





SUMMARY

This document presents a proposal to amend the structure of the school week at Notre Dame Catholic College. The proposed changes primarily cater for a longer, single lunchtime and an extension to the school day on Friday to bring it in line with the other four days of the week.

The time pupils spend in school varies across the country. Over time this difference accumulates, increasing the disparity between pupils by the time they leave secondary school. To ensure that all pupils have the opportunity to achieve their full academic potential, the Government, in March 2022 introduced a non-statutory expectation of a 32.5-hour minimum core school to be implemented by September 2024.

No decisions will be taken until all consultation feedback has been considered.

CURRENT POSITION

At Notre Dame we currently have a 30-hour 10 minutes school week and have had a tradition of ending early on Fridays. We moved to a 30-minute form-time a couple of years ago to incorporate reading as research recognises that regular reading has so many benefits, for this reason, we have built this into the new proposal.

As a school we have shorter, split lunch breaks and a reduced day on Friday. This compressed schedule has resulted in several drawbacks. The split lunch can cause problems for lessons taking place during either of the lunchtimes due to the open-plan nature of the building. The shorter Friday afternoons suffer from a sub-optimal start. In addition, the school's weekly timetable falls short of the expected 32.5 hours with Department for Education (DfE) advising to "work towards meeting this expectation by September 2024".

PROPOSED CHANGES

The proposed changes see a longer single lunch break of 45 minutes and standardisation across all five days of the week so that the finish time on Friday is consistent with the other days.

We have two models for you to consider. The only difference is the placement of the lunchtime.

We have been trialling the single lunch after lesson four for the past two weeks and before the summer we will trial the single lunchtime before lesson 4.

Once we have received all the responses to the change of the end of the school day, we will consider any responses about the lunchtime, alongside the feedback from staff and students at school.

Students who have reasonable adjustments are always considered in any decision that school makes and we will always ensure that these mechanisms of support will remain in place and further support packages can be considered if it is deemed appropriate when the final decision is made on the timing of lunch in school.



Please see below the proposed model.

MODEL A

Students to arrive on site by 8:40am ready for morning registration and form time		
8.45am - 9.15am	Registration and Form Time	30 minutes
9.15am - 10.15am	Lesson 1	60 minutes
10.15am - 11.15am	Lesson 2	60 minutes
11.15am - 11.30am	Break Time	15 minutes
11.30am - 12.30pm	Lesson 3	60 minutes
12.30pm - 1.30pm	Lesson 4	60 minutes
1.30pm - 2.15pm	Lunch Time	45 minutes
2.15pm - 3.15pm	Lesson 5	60 minutes

MODEL B

Students to arrive on site by 8:40am ready for morning registration and form time		
8.45am - 9.15am	Registration and Form Time	30 minutes
9.15am - 10.15am	Lesson 1	60 minutes
10.15am - 11.15am	Lesson 2	60 minutes
11.15am - 11.30am	Break Time	15 minutes
11.30am - 12.30pm	Lesson 3	60 minutes
12.30pm - 1.15pm	Lunch Time	45 minutes
1.15pm - 2.15pm	Lesson 4	60 minutes
2.15pm - 3.15pm	Lesson 5	60 minutes





ANTICIPATED BENEFITS

- Continued educational experience through Form Time; with a greater focus on reading to reduce barriers to the curriculum.
- More time for students and staff at lunch time to relax and have a longer break before the afternoon session.
- Longer lunch break will enable students to participate in enrichment opportunities at lunch time as well as have time to eat lunch.
- Single lunch will bring improved learning conditions for lesson 4 as all students will be in lessons and there will be no movement around the open-plan building.
- Greater consistency in daily schedules for students and staff with no reduction in learning time on Friday.
- Meet the government recommendation and move to be inline with other schools locally and nationally.



WORKING HOURS AND CONTRACTS

With the realignment of timings, there will be an increase in contact time for some staff members due to the change of lesson 5 on Friday from 35 minutes to 60 minutes. However, a review of the annualised hours remains well under the directed time of 1265.

Consideration has been given to the work-life balance of all staff members, particularly those with caring responsibilities, to ensure that the proposed changes do not disproportionately impact them. The proposal primarily aligns Friday with the rest of the school week. (Staff expected on-site by 8:30 as is in the current model) This will have an impact on all staff but is assessed as the least impactful way to deliver the required changes.



IMPLEMENTATION PLAN

Consultation Period:

The consultation process for all stakeholders will open on 1st May 2024 and close at 5pm on 22nd May 2024.

Governors:

Analysis and consideration of consultation responses will take place during April and May and the governing body will finalise proposals at their meeting on Thursday 23rd May 2024.

Communication:

The agreed model will then be communicated to staff, students, and parents before the summer holidays.

Implementation:

The changes will come into effect at the start of the Autumn Term 2024.

Stakeholder Communication:

Information regarding the proposed changes will be shared with relevant stakeholders, including staff, students, parents, and transport service providers, as part of the consultation, to ensure minimal disruption and to gather feedback.

Recommendation:

All staff are asked to feedback and provide insights or suggestions during the consultation period. We are listening carefully to all contributions. Governors are fully committed to consideration of all alternative approaches to the issues as outlined in this document.

No decisions will be taken until all consultation feedback has been considered by Governors.

Please see below links to key documents:

- Feedback Form for Stakeholders

Copy the link below into your browser or scan the QR code:

<https://forms.office.com/e/FvZX3pT4Mh>



- Letter to families **[here](#)**.
- Link to DfE: Minimum expectation on length of the school week

(https://assets.publishing.service.gov.uk/media/64a2f21fbb13dc000cb2e5e1/Minimum_School_Week_Non-Statutory_Guidance.pdf)

