



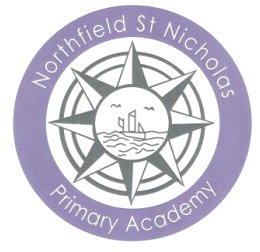
# Northfield St. Nicholas Primary Academy

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Deputy Headteacher: Mrs. T. Freeman

Headteacher: Mr. I. W. Owens

Deputy Headteacher: Mrs. J. Catchpole

Tuesday 18<sup>th</sup> September 2018

Dear Parent/Carer,

## School Start and Finish Times: Reception-Year 6

I am writing to you to inform you of a change to the timings of our day. As a school we have decided to align the timings for all children in Reception through to Year 6. This should overcome the confusion about different year groups and what times they start and finish.

*Legally: The Master Funding Agreement for REAch2, Section 2.1: Length of the School Day and Year states: The length of the school day and year will be the responsibility of the Academy Trust.*

**This change will start from Monday 24<sup>th</sup> September:**

**The school day will start at 8.50 am**

**The school day will end at 3.25 pm**

The school office is open from 8.30 am where staff will be able to respond to your enquiries. The school grounds are open from 8.30 a.m. and our doors are open to your children from 8.40 am; providing your child with enough time to be escorted to their drop off points, organise their belongings, access support and help from an adult and be ready to learn.

This decision will provide clear timings for the staff to secure the perimeter doors and gates, resulting with accurate records during our registration procedure. The extra time will also allow us to extend the lunchtime for our Reception children by ten minutes, providing your child with more time to enjoy and finish their school dinner.

If you have any concerns over the changes above, please don't hesitate to contact me.

Yours sincerely,

Mrs T Freeman  
Deputy Headteacher

Learning Leadership Enjoyment Responsibility Inspiration Inclusion Integrity

