



15 January 2021

Dear Parent/Guardian

Changes to the structure of the school day and time of lessons/breaks from Monday 18 January

I wanted to extend a thank you to all of you who took the time to complete our parent survey over the last week or so to provide us a snapshot of how the first week of remote provision was going. Additionally, thank you to those who have contacted us independently to the survey to share views and to offer praise to the staff – this has been shared and provides a well-received boost to staff who are working tirelessly to support students and provide a safe and inspiring learning environment.

As you would expect we are continually reviewing the provision on offer and trying to react to the growing understanding of the impacts of this type of learning for both students and staff. The biggest consideration we have taken is around the structure of the school day to revert to a more traditional distribution of lessons and break/lunchtimes throughout the day. This was raised by a number of parents and staff through the surveys. Following discussions amongst the Leadership team we have decided to make the following tweaks to the provision which will come into effect from **Monday 18 January**:

Change to provision	Rationale & Impact
The structure of the day will change – times of the day below	Opportunity for a ‘proper’ break at lunch allowing time to eat and take a short burst of exercise so they are better prepared for Period 5.
All lessons will be 50 minutes	Whilst this was in our initial guidance to staff, we recognise that remote learning is more intense and students and staff need some ‘down’ time between sessions. 50 minute lessons provides an opportunity after each lesson to have a short break (stretch legs & screen break) and so now we have asked all staff to adjust their teaching plans to this timeframe.
Camera / microphones on at the start of each session	To allow staff to see and hear students at the very start of each lesson and facilitates the register being taken swiftly. We believe this will help to maintain positive student engagement and forms part of our Safeguarding process. Staff will indicate when students may opt to switch cameras off.

Amended Times of the Day	
Tutor	8:45 – 9:05
Period 1	9:15 – 10:05
Period 2	10:15 – 11:05
Break	11:05 – 11:30
Period 3	11:30 – 12:20
Period 4	12.30 - 13.20
Lunch	13:20 – 14:20
Period 5	14:20 – 15:10

The times of the day and updated lesson expectations will be shared with students on Monday morning in tutor time and will be posted in their tutor Google Classroom for reference.

Please do keep in contact with your son/daughter's tutor if there are any tech issues we might be able to help resolve or if we can offer support in any other way.

Thank you for your ongoing support.

Kind regards



Miss E Bliss
Deputy Head, Maiden Erlegh Chiltern Edge