



The Priory School

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Dear Parents and Carers,

I hope this finds you all well. I know I have promised to write to you with news unrelated to Covid but I have already failed. I promise to send you an update on school news and events, next week.

As I have referred to in previous letters, we regularly update, review and reflect upon our Covid operating plan and the structures and systems we have in place to ensure we maintain a high level of safety for students and staff whilst ensuring we continue to deliver a high quality education to all. We are always looking to improve it where we can.

This week we have reviewed our timetable, specifically with respect to students' social times and the implications they have for separation of the year group bubbles at break and lunch time. Currently, all years have separate zones and a different time for queuing for lunch. During our review, we felt we could improve this further by introducing a staggered year group break and lunch time so that the whole school are not on break or lunch time at the same time in the day. This increases the amount of outside space each year group will have and further increase the year group separation we already have in place. Additionally, it will ensure that no year group is ever on a 'second sitting' at lunchtime. It will also mean that more students can eat their lunches in the dining room. We have seen an increase in rubbish left over from lunchtime in classrooms, which is causing a real problem for staff and students in lessons as well as our cleaning staff. There has also been additional wear and tear and minor damage to classrooms due to their increased use during social times. A staggered system will help to reduce this. At present the toilets and specifically cubicles, are allocated to individual year groups but they do not have specific year group times. This revised plan will reduce pressure on these limited facilities.

This does involve some minor changes to the timings of lessons throughout the day, but does not impact on the overall curriculum time allocation. It simply means rejigging timings. Each year group will receive a twenty minute morning break and a half hour lunchtime. The canteen can normally serve a whole year group in 5-10 minutes so the majority of the lunch period will still be, given over to students being able to relax and socialise in their larger outdoor zones. **The timings for the start of the school day remain unchanged but it does mean that afternoon form period will end 10 minutes earlier than is typical now. For example if your child is in Year 7 or 11, they will now leave at 2.40. If your child is in Year 8 or 10 they will leave at 2.45. Yr9 students will leave at 2.50.** Please note that this is the time students will leave, not an early finish for staff who are still contracted to stay longer than this. The earlier finish will also allow us to stagger the traffic situation on Longden and Bank Farm Roads and will further reduce any cross over with Meole Brace finishing times. These two things have caused concern for local residents, which they have raised with us.

We will be looking to implement these changes from Monday 16th November. I am aware of the logistical impact the change to the timing of the end of the school day may cause. If this letter does not give you enough time to rearrange plans, we will ensure students who have to remain until 3pm are supervised for next week until alternatives can be found or adjustments made. Please contact the main school office so we have the name of your child(ren) if this is the case.

Your child will receive this information in an extended tutor time on Friday 13th November so they have an opportunity to ask questions. The new timetable information with the revised lesson times, will be issued to students on Monday. They may also notice some room changes, this is simply to reduce movement for staff. All year group's lessons will remain in their year zones as before to minimise student movement around the site, with the exception of those lessons where students will be taken to specialist rooms. These will be cleaned down between use.

As always please revert to us with any questions or queries you may have and rest assured we have a constant focus on the safety and well-being of our students and staff.

Yours sincerely

A handwritten signature in blue ink that reads "A Pope".

Mrs A Pope
Headteacher