

Tuesday 24th February 2026

Dear Parents/Carers

Subject: Important Proposed Change to the School Day Schedule and Consultation

I am writing to inform you of a proposed minor but necessary change to the daily schedule at Woodhill Primary school, specifically regarding the length of the school day.

This proposal is driven by the need to ensure we comply with the government's recommended minimum school week of 32.5 hours for Reception, KS1 and KS2, which we are currently slightly under. Our commitment remains to provide a comprehensive and enriching educational experience for all our children.

Proposed Change to School Timings

The current school day runs from **8:50am to 3:15pm**.

We propose to **extend** the school day **by five minutes**, resulting in the new scheduled timings being:

- **New Start Time:** 8:50am (Unchanged)
- **New End Time:** 3:20pm

This slight adjustment will ensure full compliance with the recommended minimum school week. The additional time will be integrated seamlessly into the daily timetable to maximise learning opportunities.

Consultation Period

Before implementing this change, we are opening a mandatory **two-week consultation period** to gather your feedback. We value the opinions of our parents and carers and encourage you to share your thoughts on the proposed 3:20pm end time.

The consultation period will run from **Tuesday 24th February to Tuesday 10th March**.

You can submit your comments and questions by emailing info@inspirewoodhill.co.uk or by submitting a written note to the school office.

We are committed to making this transition as smooth as possible for all families. We will communicate the final decision and implementation date shortly after the consultation period concludes.

We aim to begin the new change to the school day on our first day back after the Easter holidays on Monday 13th April.

Yours sincerely,



Miss M Holder