



**Occold Primary School**  
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Executive Headteacher – Dr Paul Parslow-Williams  
Head of School – Miss Katie Thornton  
[www.occoldprimaryschool.org](http://www.occoldprimaryschool.org)

Thursday 2<sup>nd</sup> May 2024

Dear Parents and Carers,

### Change to School Hours

We are writing to let you know that from September 2024, we will be adjusting our schools' hours. The Department for Education (DfE) in England has provided guidance which states that all mainstream schools are expected to deliver a school week of at least 32.5 hours by September 2024 at the latest. This expectation includes the time from the official start of the school day (morning registration) to the official end of the compulsory school day (official home time). Lunch times, other break times, teaching time, and any enrichment activities that all pupils are expected to attend are all part of this minimum expectation. We are very close to this figure at Occold which means this is only a minor change. From September 2024, school hours will be as follows:

#### **Monday to Friday**

8.45am Start of school day (registration)

3.15pm End of school day (home time)

- ❖ We will be open for children 10 minutes prior to registration at 8.35am during which time children may sit and wait quietly in their classroom.
- ❖ We will inform parents of the times of any after-school or before-school clubs nearer the time.

If you have any questions about this change, please contact the school.

Kind regards,

Paul Parslow-Williams

Executive Headteacher

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