Medina College
ASPIRE AND ACHIEVE

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16 October 2026

Executive Headteacher - Mrs J Paul
Co-Heads of School - Mrs K Sandiford & Mrs A Mursell

Dear parents/carers

Temporary Changes to the School Day

We are writing to inform you of a temporary change to the structure of the school day for all students during the upcoming Year 11 trial exam period. These arrangements will also apply during the summer GCSE exam period. The change will take place from Tuesday, 3 November 2026.

For reassurance, the start and end times of the school day will remain unchanged (08:45–15:15).

Therefore, from **Tuesday 3 November to Wednesday 11 November (inclusive)**, the school will operate an adjusted daily timetable. During this period, the school day will be restructured to accommodate exam sessions, while allowing the school to continue to run smoothly and safely for all year groups.

This means that Period 4 and break 2 are swapped round. Full details of the revised daily schedule are outlined below and will also be available on the school website.

Current day layout

Activity	Times
Tutor time	08:45 - 09:10
Period 1	09:10 - 10:10
Period 2	10:10 - 11:10
Break 1	11:10 - 11:40
Period 3	11:40 - 12:40
Period 4	12:40 - 13:40
Break 2	13:40 - 14:10
Period 5	14:10 - 15:10
Tutor time	15:10 - 15:15

Temporary day layout

Activity	Times
Tutor time	08:45 - 09:10
Period 1	09:10 - 10:10
Period 2	10:10 - 11:10
Break 1	11:10 - 11:40
Period 3	11:40 - 12:40
Break 2	12:40 - 13:10
Period 4	13:10 - 14:10
Period 5	14:10 - 15:10
Tutor time	15:10 - 15:15

Yours faithfully

Mrs J Paul, Mrs K Sandiford, Mrs A Mursell
Executive Headteacher and Co-Heads of School