

6 February 2026

Dear parents/carers

### Temporary Changes to the School Day - Year 11 Trial Exams/Real Exams

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 again from Friday, 8 May.

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

Therefore, from **Tuesday 24 February to Thursday 5 March**, the school will operate an adjusted daily timetable. During this period, the school day will be restructured to accommodate examination sessions, while allowing the school to continue to run smoothly and safely for all year groups.

This will include changes to lesson timings and the use of key spaces across the site. 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 - 09:15
Period 1	09:15 - 10:15
Period 2	10:15 - 11:15
Break 1	11:15 - 11:45
Period 3	11:45 - 12:45
Period 4	12:45 - 13:45
Break 2	13:45 - 14:15
Period 5	14:15 - 15:15

#### Temporary day layout

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

All students are expected to attend school as normal throughout this time. Staff will ensure that students in all year groups are appropriately supervised, and lessons will continue wherever possible within the revised structure. We appreciate that this temporary adjustment may require some flexibility, and we thank you in advance for your understanding and support.

As you are aware, we have shared some consultation/working party invitations, please do take the opportunity to join if you are able as we look at the decisions ahead.

Thank you for your continued support and partnership.

A handwritten signature in black ink, appearing to read "Paul Sandiford. Mursell". The signature is written in a cursive style with some overlapping letters.

Jess Paul, Katie Sandiford and Anna Mursell  
Executive Headteacher, Co-Heads of School