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Dear Parents/Carer,

**RE: Change to the timings of the school day**

I am writing to confirm a change to the times of our school day from September 2024.

Following our initial communication and a period of consultation which ended on Monday 24 June, we will be going ahead with the proposal to extend the school day by 5 minutes. This change will result in students finishing at 2:55pm with the start time remaining the same.

The changes to the structure and timings of the school day will be minimal with students continuing to receive five lessons per day. This small increase will ensure that we meet the Department of Education's new minimum expectation of a 32.5 hour school week.

Full timings of the school day for September will be placed on the school website.

Yours sincerely

Mr Darren Gelder  
**Executive Principal**  
**For and on behalf of Tove Learning Trust**