



Ravens-office@attrust.org.uk

01255 424328

ravensacademy.attrust.org.uk

Nayland Drive, Clacton-on-Sea, Essex, CO16 8TZ



Dear Parents and Carers,

6th February 2025

I am writing to share details of the proposed changes to the structure of the school week at Ravens Primary Academy.

Rationale for Change

The need for change, as outlined in our initial consultation, is based on the following key points:

1. Ensuring high-quality teaching by maintaining consistency, with pupils primarily taught by their own class teacher, leading to better academic outcomes.
2. Reducing pupil absence on Fridays, which has reached 25% in the 2023/24 academic year.
3. Allowing staff greater collaboration time during Planning, Preparation & Assessment (PPA), fostering the sharing of expertise.
4. Enhancing professional development opportunities for Teaching Assistants and wider support staff, delivered by senior leaders and external providers, resulting in improved in-class support for pupils.
5. Enabling senior leaders to implement an in-class coaching model to upskill teachers, leading to better pupil outcomes.

Consultation Process

We invite parents and carers to share their thoughts and ideas on this proposal before the official pilot launch after Easter. The consultation period will close on Friday, 7th March 2025.

Following consultation with the Chief Executive Officer of Academy Transformation Trust, our Board of Trustees, our Local Academy Committee (LAC), all staff, and members of the local community—including unions, parents, and carers—the proposed changes will be implemented as a pilot for one term, starting the week beginning 21st April 2025 (after Easter).

I would like to invite parents to share their thoughts and ideas on the consultation prior to its launch after Easter; the consultation process will close on Friday 7th March 2025. An online survey link will be shared with parents/carers on Thursday 6th February. Having consulted with the Chief Executive Officer at Academy Transformation Trust, our Board of Trustees, our Local Academy Committee (LAC), all staff and members of the local community—including unions, parents and carers, the outlined proposal will commence as a pilot in the first instance, for 1 term, commencing the week beginning the 21st April (after Easter). As stated in the initial face-to-face consultation launch on the 6th February, there is no statutory timings for school to commit to, in 2023 the DFE recommended a

32.5hr week, of which enrichment and wrap around care would play apart. The new model will see 31hr week, excluding our free breakfast and afterschool provision; which takes provision over 32.5hrs.

Current School Day Structure

Current Model (2024/25)

- Start Time: 8:55 AM
- Break: 15 minutes
- Lunch: 45 minutes
- Finish Time: 3:15 PM
- Total Time in School: 6 hours 20 minutes per day (33 hours 20 minutes per week)
- Total Teaching Time: 5 hours 20 minutes per day (26 hours 20 minutes per week)

Proposed Model After Easter Half Term (2024/25)

- Start Time: 8:35 AM (Monday – Friday)
- Breaks:
 - Monday – Thursday: 15-minute break
 - Friday: No break (except for EYFS)
- Lunch:
 - Monday – Thursday: 40 minutes
 - Friday: 30 minutes
- Finish Time:
 - Monday – Thursday: 3:15 PM
 - Friday: 1:00 PM
- Total Time in School: 31 hours 5 minutes per week
- Total Teaching Time: 27 hours 55 minutes per week

Under this model, pupils will receive more direct teaching time with their own class teacher, with minimal instances of being taught by another teacher.

Support for Working Families

We recognise that the proposed changes may impact working families. As a result, free Friday wraparound care will be provided during the pilot period for families where both parents/carers work full-time or, in the case of single-parent families, where the sole parent/carers works full-time.



To apply for this provision, parents/carers must:

- Provide proof of employment.
- Arrange an appointment with a senior leader via the school office to discuss eligibility.
- Submit evidence of employment by Thursday 27th March 2025.

Please note that late submissions will not be accepted, as staffing arrangements for Friday provision must be finalised before the Easter break.

Pilot Review and Next Steps

As this is a pilot scheme, it will be reviewed at the end of the first term. Throughout this period, we will gather feedback from parents, pupils, and staff to assess its success and impact before making any permanent changes.

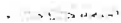
We appreciate your support and engagement in this process. If you have any questions or would like to discuss the proposed changes further, please do not hesitate to contact us.

Best regards,



Mrs Marianne Cartwright
Ravens Primary Academy

Mrs Natalie Deen



Primary Education Director
Academy Transformation trust

