

Birchgrove Primary School,
Heol Nant Bran,
Birchgrove,
SWANSEA SA7 9LS



Ysgol Gynradd Gellifedw,
Heol Nant Bran,
Gellifedw,
ABERTAWE SA7 9LS

Headteacher: Mr. M. O'Brien
Deputy Headteacher: Mrs M Hockin

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13th April 2021

CONSULTATION DOCUMENT

Birchgrove Primary School would like to consult pupils, parents, staff, the Local Authority, the local feeder comprehensive school and the trade unions on a change to:

1. the start and end times of the school day;
2. changes to the length of the school day on a Friday.

The following information given is in respect of legal duties with regard to the Welsh Statutory Instruments 2009 No. 572 (W.54) and the Changing of School Session Times (Wales) Regulations 2000.

Legal Duties

- Pupils have to receive at least 380 sessions of education in an academic year.
- An academic year has 195 days, 5 of which will be designated as Staff Training Days, so therefore pupils have to be in school for 190 days.
- Some of the staff training days are designated by City and County of Swansea, Welsh Government and some are designated by the School.
- In Wales, term dates are set by Welsh Government and are adopted by City and County of Swansea.
- School day timings are not set by Welsh Government. The Governing Body may set the start and end times of the school day.
- The Governing Body may decide the structure, number and length of teaching periods and times of break and lunch times.
- The Governing Body must give at least three months' notice to parents when changing the time that a school session begins in the morning or ends in the afternoon.
- The changes to the school day must only take effect at the beginning of a school year.
- The sessions in the school day should be separated by a recreational break.

Birchgrove Primary School is a successful school that recently received recognition of excellence by Estyn. You will be aware the curriculum in Wales is changing and we need to ensure our workforce is equipped with the skills, knowledge and experience to design an innovative and creative curriculum for our pupils. We have researched the model adopted by some schools in Wales which is also being considered by other schools across the region. The proposal's aim is to further raise standards and improve outcomes for our learners. One of the key purposes is to allow for additional time for staff training. The benefit will be increased professional learning and thus development for staff, further upskilling the whole workforce. This will directly and positively impact on pupils through them



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gaining new skills and benefitting from getting an even better education as we evolve our practice, ready to implement 'Curriculum for Wales 2022'.

We want to create an educational culture in which each practitioner and learner flourishes, delivering the four purposes of the new curriculum, addressing the National Mission and the City and County of Swansea Teaching and Learning Strategy. We also want to continue to provide a consistently high-quality education. These changes will provide further opportunity for the school to develop as a learning organisation (as outlined by the Organisation for Economic Co-operation and Development - OECD), where we create and support continuous learning opportunities for all staff and promote team learning and collaboration amongst staff. We want to establish a culture of inquiry, innovation and exploration where staff have the opportunity to be involved in research projects and impact cycles, so that new pedagogies and interventions used in the class are research informed and evidence based. The biggest impact on pupil outcomes is proven to be collective teacher efficacy, which can only happen with dedicated time.

The proposed new timings:

Flying Start will remain the same – 9.00am – 11.30am

Nursery will remain the same – 9.00am – 11.20am and 12.55pm to 3.15pm

**Monday – Thursday: FPh (Reception, Y1 & Y2) – 8.55am - 3.20pm,
KS2 (Y3, Y4, Y5 & Y6) 8.45am - 3.30pm**

**Fridays – FPh (Reception, Y1 & 2) 8.55am – 12.50pm
KS2 (Yrs3-6) 8.45am – 1.00 pm**

For pupils unable to go home on Friday afternoons there will be variety of activities provided for them. The pupils would be consulted on what they would like to be available on the 'Free Play Friday' afternoons.

Acronyms: FPh - Foundation Phase (Rec, Year 1 and Year 2)
KS2 – Key Stage 2 (Year 3, Year 4, Year 5 and Year 6)

We are staggering finishing times to assist with collections from different parts of the school and alleviating pedestrian and traffic congestion. An earlier finish time on a Friday could benefit our school attendance as some families could use their long weekends to spend time with friends or engage with sport, hobbies and informal learning. It would further support our parents who run and work in local businesses and mirror the flexibility in shift patterns shown by major employers in the area.

I am sure you are aware that as well as the directed teaching time, staff put in many long hours every week. This asymmetric week would mean teaching staff would have an additional two hours professional development training (budgeted for from the directed time budget). It could take many different forms and could be used to work as a professional learning community (PLC), as a whole staff or collaboratively with colleagues from other schools and industry. It would also be expected, that for example, meetings that currently take staff out of class during the week would be rearranged for the Friday afternoon. Another key benefit is there would be significantly improved opportunities to work with other schools and industry to provide long-term benefits for our pupils.

Please note this is not a cost saving exercise and be assured that pupils would have increased teaching time to that recommended by Welsh Government. The Welsh Government suggested minimum teaching hours which are 21 hours a week for Foundation Phase (FP) pupils and 23 ½ hrs for Key Stage 2 (KS2) pupils.



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The proposed model for September 2021

Breakdown of the proposed new timings:

Year group	Mon - Thurs	Lunch	Break	Registration 2 x 5 mins daily	Collective worship (CW) 10 min daily	Daily teaching Mon – Thurs (less lunch, breaks, reg & CW)	+ Fri hours (minus 15 min break, 10 reg, 10 CW)	Weekly total teaching time
FP (Rec, Yr 1&2)	8.55am – 3.20pm	50 mins	30 mins	10 mins	10 mins	4hrs 45 mins x 4 = 19 hrs	8.55am – 11.45am 11.45am – 12.15pm lunch 12.15pm – 12.50pm = 2hrs 50 mins	21 hrs 50 mins
KS2 (Yrs 3 – 6)	8.45am – 3.30pm	50 mins	20 mins	10 mins	10 mins	5 hrs 15mins x4 = 21 hrs	8.45am – 11.45am 11.45am – 12.15pm lunch 12.15pm – 1.00 pm = 3hrs 10 mins	24 hrs 10 mins

How the proposed hours compare to the **current** timings:

Year group	Daily	Lunch	Breaks	Registration 2 x 5 min KS2 2x10 min FP	Collective worship 15 min daily	Daily teaching	Weekly total teaching time
FP (Rec/Yr1/2)	8.50am – 3.20pm	60 mins	40 mins	10 mins	15 mins	4hrs 15mins	21 hrs 15mins
KS2 (Yr 3 – 6)	8.50am – 3.20pm	60 mins	20 mins	10 mins	15 mins	4hrs 45mins	23 hrs 45mins

Staff training hours:

		Total training hours an academic year
Current hours	5 INSET days. 5 ¼ hrs x 5 = 28 ¾ hrs	28.75 hrs a year
Maximum Possible Hrs	5 ¾ hrs x 5 = 28 ¾ hrs + 2 hrs x 19 weeks	66.75 hrs a year

The proposed model for September 2021

- Breakfast club will continue to open at 7.50am – 8.20am for £2 a session.
- Breakfast Club will continue to be FREE from 8.20am – 8.45am (last entry 8.30am)
- Pupils not attending Breakfast Club may come on to the site from 8.45am in FPh and 8.35am in KS2
- School lunch can be purchased Monday to Friday.
- Normal arrangements made by parents for collecting their children at the end of the school day (Mon-Thurs 3.20pm in FPh and 3.30pm KS2 and Friday – **12.50pm FPh & 1.00pm KS2**) remain the same.
- There will be activities running on a Friday afternoon for those pupils who are unable to take advantage of the early finish on the Friday.
- Free Play Fridays from **12.50pm in FPh and 1.00pm KS2** will not be structured teaching sessions – pupils will have received the recommended direct teaching time through the week.
- Parents would need to book in advance, a place for their child at Free Play Fridays.
- Our paid After School Club will continue to run from 3.20pm – 5.20pm Monday – Friday.



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For teaching staff

- Staff would remain on site every other Friday afternoon for regular staff professional learning sessions. This is budgeted for from the directed time budget. It could take many different forms and could be used to work as a whole staff, collaboratively with colleagues or with staff from other schools and industry. Any meetings that are necessary during the week would also be encouraged to take place during this non contact time. These sessions would take place from 1.00pm to 3.20pm on a Friday.

For support staff

- There are no planned changes to the contractual hours worked for support staff, it will simply be a shift in the hours worked. These will be agreed once we know how many pupils we need to make arrangements for on a Friday afternoon.
- It is our aim to organise some CPD on a number of Fridays for support staff.
- There may be opportunities for additional paid responsibilities on Friday afternoons for some staff.

Timetable for consultation

Governing Body unanimously agreed to consult	Wednesday 17 th March 2021
Consultation with the LA, feeder comprehensive school, trade unions, parents, staff and pupils and partners of the school	Tuesday 13 th April – 3.30pm Friday 30 th April 2021
All comments - electronically, online and paper copies to be returned to school office	3.30pm Friday 30 th April 2021
Consultation meeting with pupils	Tuesday 13 th April
Consultation meetings regarding any queries for parents to be held on Teams	Thursday 22 nd 2021 at 9.00am – 10.00am and 5.00pm – 6.00pm
Consultation opportunity for parents via Class Dojo app	Monday 26 th April 2021
Consultation meeting for Trade Unions	Tuesday 27 th April 2021
Consultation Meetings regarding any queries for Local Authority Officers to be held on Teams	Tuesday 27 th April 2021
Governors' meeting to consider the responses of the consultation	Wednesday 12 th May 2021
Implementation date with or without any modification (should the Governing Body agree to changing the start and end of the school day and length of school day, following consideration of consultation responses)	1 st September 2021

This is consultation and no decision has been made at this stage. We would be pleased to receive your comments on the proposal to the changes in length and start and end times to the school day.

You may complete this paper copy and return it to the school office; or, email your response to Birchgrove.Primary@swansea-edunet.gov.uk ; You may also attend one of the consultation meetings. The closing date for response is **3.30pm Friday 30th April 2021.**

Yours sincerely,

Mr M O'Brien
Headteacher



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To Birchgrove Primary School

COMMENTS SLIP

Full Name	
Organisation	
Position/Role	

Please indicate if you are:

Local Authority Officer	
Trade Union Representative	
Wider member of the community	
Governor	
Staff	
Other	

If you would like to make any comments on the proposal, please make them here, (you may add another sheet). Otherwise please write 'none'.

Should you have an objection **please provide a reason:**

Please return consultation slip to Birchgrove Primary School by 3.30pm on Friday 30th April 2021.

Thank you.



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