



Moor First School

School Lane
Biddulph Moor
Stoke on Trent. ST8 7HR
Co- Headteachers: Mrs. S. J. Mayes & Mrs V Atherton
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Formalised timings of our school day

1/3/2023

Dear Parents/Carers,

Since September 2022 our school has trialled revised opening times so that we can operate a successful 32.5 hour week directed by the DfE for September 2023.

The new timings have been effective so far and we intend to make the following a formal agreement from June 5th 2023 after consultation with our families. Please can any comments/objections be sent to the school office regarding this, before the Easter holidays.

The official start time in our school will be 8.45 a.m. and the close time will be 3.15p.m.

From the 5th June 2023 if a child arrives after registration, the office staff will place a 'Late arrival before the register has closed' mark against their name in the register. This will happen at 8.55a.m. If this is a regular occurrence, then the office will inform the Headteachers who will arrange for a consultation to take place. The registers officially close 20 minutes after the start of registration (9.05 a.m.) and if a child arrives after this time, this is recorded as Unauthorised Absence from school which could lead to a fine.

Persistent late arrival as school (at least 10 sessions of unauthorised late arrival over a period of 12 weeks, excluding holidays) may result in a penalty notice being issued.

We believe that these formal changes are beneficial to the school community and have a positive effect on your child's progress and attainment. The best time for children to receive intervention and recap on misconceptions is during the first slot in the morning. We do not see that there will be any disruption for the vast majority of our parents or children, as most children are already on site at 8.40 am anyway. After Easter we will review your feedback and confirm any changes with our local authority.

We thank you for your support with helping us to operate this effectively.

Yours sincerely,

Mrs Atherton and Mrs Mayes
Co-Headteachers

Staffordshire County Council

