



Head Teacher: Miss D Newton

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9th October 2026

Dear Parents and Carers,

Re: Changes to School Opening and Closing Times

Following consultation with staff, parents and carers, and with the agreement of the Governing Board, I am writing to inform you of a change to the school's daily opening and closing times. The new arrangements will come into effect from Monday 2nd November 2026.

The revised times will be as follows:

- **8:40 am – School gates open**
- **8:50 am – School doors open and pupils enter school**
- **3:20 pm – The school day ends and pupils are dismissed**

These changes have been carefully considered to support the effective organisation of the school day. Please be assured that there will be no reduction in teaching time as a result of these changes.

Arrival at School and Parental Responsibility

Please note that although the school gates will open at 8:40 am, pupils will not be able to enter the school building until 8:50 am.

If you choose to arrive on the school premises with your child before 8:50 am, you must remain with your child and supervise them until the school doors open. Children must not be left unattended on the school premises during this time, as responsibility for their supervision remains with parents and carers until they are admitted into school.

We appreciate your cooperation in ensuring that all children remain safe while waiting to enter the building.



Respect, Reflection, Resilience, Responsibility
Inspiring Minds, Shaping Futures



Free Breakfast Club – Available to All Pupils

We recognise that changes to school timings may affect family routines, childcare and working arrangements. We are keen to support any families who may be adversely affected.

Our free Breakfast Club is available to all pupils from 8:00 am. If the revised times create difficulties for your family, you are welcome to access this provision. This will enable children to arrive earlier in a safe, supervised environment.

If you would like further information about Breakfast Club, please contact the school office, who will be happy to assist.

Thank you for taking the time to engage with the consultation and for your continued support and cooperation. We value our partnership with parents and carers and remain committed to ensuring that every child at Field Road Academy receives the very best education and care.

Yours sincerely

Miss Diane Newton
Head Teacher