

19 October, 2016

Dear Parents/Carers

**RE: Lunchtime Procedures**

I am writing to inform you about our lunchtime procedures and the changes that will take place after half term.

You may be aware that we introduced lunchtime 'sittings' in September. The aim of introducing the 'sittings' is to ensure we have a settled lunchtime period, reduce queuing time in the dining room and create a calm and purposeful start to the afternoon learning sessions.

Whilst the new 'sitting' regime has had minor teething problems, on the whole it has made a positive impact to school and our pupils are benefitting from the changes made.

After half term we will be reversing the sitting times to be:

Year 9 & 10	Sitting One 12.20
Year 7 & 8	Sitting Two 12.40

Sitting times will reverse after each school holiday. We will continue to monitor lunchtimes, the queues and the movement of pupils through the canteen to ensure all pupils have enough time to have their lunch.

As stated previously the new regime has worked extremely well. Thank you for your continued support

Yours faithfully



Mr L Hardcastle  
Deputy Headteacher

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