



6th November 2020

Dear Parents, Guardians and Students/ Annwyl Rieni, Gwarchodwyr a Myfyrwyr,

From Monday 9th November the pupils will be leaving school ten minutes earlier at the end of each day. This means that all pupils will have left school by 2.45pm. The school buses are aware of this change and will be available for the usual journeys at the earlier time.

I would like to reassure you that the ten minutes has not been taken from lesson time and your child's learning is not affected in anyway. We have taken the decision to reduce the lunchtime session by ten minutes for the wellbeing of all concerned.

The land surrounding the school is compromised because of the building work that is taking place and we have lost most of our outdoor recreational areas. In addition, due to the poor weather we frequently need to keep pupils indoors in their year group bubbles. We are following COVID advice and restrictions for the safety of all pupils and staff, but we have limited indoor space and facilities for the pupils at lunch time.

We have been monitoring the length of time that it takes for all pupils to purchase and eat their lunch, visit the toilet, and have some recreation time. We are confident that losing ten minutes from the lunch break will be a positive move for the pupils and they will enjoy their afternoon lessons refreshed and ready to learn.

We are still providing a range of hot and cold food at break time if your child would prefer to eat mid-morning.

Thank you as always for your continued support in these challenging times and please be assured that we will always have the best interests of your child at the heart of everything we do.

Mr L G Humphreys
Headteacher, Pencoedtre High School



New timings for end of the school day

School Day	Year 8, 9, 10	School Day	Years 7, 11, 12 & 13
School opens	8.30	School opens	8.30
Lesson 1	8.30 - 9.30	Lesson 1	8.30 - 9.30
Lesson 2	9.30 - 10.30	Lesson 2	9.30 - 10.30
Morning Break Move to form Rooms	10.30 - 10.50 10.50 - 10.55	Tutorial/Assembly	10.30 - 10.55
Tutorial/Assembly	10.55 - 11.15	Morning Break	10.55 - 11.15
Lesson 3	11.15 - 12.15	Lesson 3	11.15 - 12.15
Lunch	12.15 - 12.45	Lesson 4	12.15 - 13.15
Lesson 4	12.45 - 13.45	Lunch	13.15 - 13.45
Lesson 5	13.45 - 14.45	Lesson 5	13.45 - 14.45

There will still be a staggered finish to the end of day for pupils:

Year 7 will now leave at 14.35

Years 8 & 9 will now leave at 14.40

Years 10, 11, 12/13 will now leave at 14.45