



## SCHOOL SESSION TIMES POLICY

### Introduction:

The Education (School Day and School Year) (Wales) (Amendment) Regulations 2012 were approved by the Minister for Education and Skills and came into force on the 24<sup>th</sup> February 2012. The Education (School Day and School Year) (Wales) Regulations 2003 (“the 2003 Regulations”) apply to schools maintained by local authorities and to special schools (whether or not so maintained).

### Aims and objectives:

- To ensure that the structure for the school timetable provides the best possible framework for teaching and learning.
- To ensure that Welsh Government Legislations are met and school times comply with the Education (School Day and School Year) (Wales) (Amendment) Regulations 2012

### School Sessions:

- A school day will ordinarily be divided into two sessions (with a break in the middle), and schools (other than nursery schools) will meet for at least 380 sessions during any school year (i.e. 190 days).
- Schools are required to be open to teach pupils for up to 190 days each academic year. Teachers are required to be available to work for 195 days per academic year. This includes being available for five to seven in service training days (INSET).
- There are five statutory INSET days made available within teachers’ pay and conditions of service. Welsh Ministers have the authority to grant one or two additional INSET days.
- These Regulations amend regulation 5 in the 2003 Regulations to provide for up to four sessions in the 2011-2012 school year to count as sessions on which the school met if they were devoted to improving teaching standards or management practices of school staff with a view to improving or assessing the literacy and numeracy skills of pupils at the school.
- Use of these sessions will be restricted to the summer term and will be reduced pro-rata if any school teaching time is lost due to bad weather in the two preceding terms.

The required minimum teaching times (Statutory Guidance 7/90) are as follows:-

KS1 – 21 hours

KS2 – 23 ½ hours

KS3 – 24 hours

KS4 (Yr10) – 24 hours

KS4 (Yr11) – 25 hours

Foundation Phase		Key Stage 2
9.00 am – 10.30 am 10.45 am – 11.45 am 1.00 pm – 2.15 pm 2.30 pm – 3.30 pm		9.00 am – 10.30 am 10.00 am – 12.00 pm 1.00 pm – 2.15 pm 2.30 pm – 3.30 pm
285 minutes per day 1425 minutes per week 23 hour 45 minute	Total hours spent in school every week	305 minutes per day 1525 minutes per week 25 hour 25 minute
5 minutes per day 25 minutes per week	Registration	5 minutes per day 25 minutes per week
10 minute y day 50 minutes per week	Worship	15 minute (1 day) 5 minute (4 day) 35 minutes per week
22.5 hour	Time spent teaching the National Curriculum	24 hour

### Roles and responsibilities of governors

The governing body will ensure that, if changes are being considered to the school day, the headteacher will consult fully with the staff, parents, pupils, and the LEA to ensure that:

- a statement is prepared specifying the proposed change and, if required to do so by the LEA,
- provide a copy of the statement to all parents and make copies available for inspection at the school
- call a meeting, if requested by parents to discuss the proposed change
- consider any comments made and decide whether to implement the proposed change, with or without any modification
- inform the LEA and parents of any change before it takes effect