



## FOXHILLS JUNIOR SCHOOL

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Headteacher: Mrs Lucy Howe

18<sup>th</sup> July 2025

Dear Parents,

You may be aware of a requirement for all maintained schools referred to as 'directed time' for Teachers. It is a national campaign to improve working conditions in the profession with the aim of supporting our teachers to maintain a good work-life balance.

As a Headteacher, there are specific hours within the school day that I can direct teachers to work. It's a defined period, often a maximum of 1,265 hours per academic year for full-time teachers, allocated across 190 teaching days and 5 non-teaching days (INSET days). Within this time, I will direct teachers to engage in various activities, including teaching, registration, planning, preparation, assessment (PPA), supervision, meetings, and professional development. I am required to produce a directed time policy outlining how these hours have been allocated.

Whilst developing this policy, it has become apparent that the timings of our school day (that were changed post covid following staggered starts) mean that I am over directing Teachers time by 33 hours per year. It is therefore necessary to adjust school day timings to ensure we are compliant.

From September 2025, to ensure we have clarity over how the 1265 hours of directed time are allocated for the 2025-2026 academic year, whilst ensuring that the federation meets the government requirements for length of the school day, our school day timings will be:

### **Foxhills Infant School: The school teaching day lasts from 8.35am - 3.05pm (5h 30)**

<b>School Gates Open</b> (leaders, site staff and support staff on duty)	<b>Classroom Doors Open</b> (the school day and teachers' directed time begins)	<b>Registration Closes</b>	<b>End of School Day</b>
<b>8.30</b>	Children will be completing purposeful learning tasks during this registration time.	<b>8.40am</b> <i>(Children arriving after this time are considered 'late')</i>	<b>3.05</b>

**Foxhills Junior School: The school teaching day lasts from 8.40am - 3.10pm (5h 30)**

<b>School Gates Open</b> (leaders, site staff and support staff on duty)	<b>Classroom Doors Open</b> (the school day and teachers' directed time begins)  Children will be completing purposeful learning tasks during this registration time.	<b>Registration Closes</b>	<b>End of School Day</b>
<b>8.35</b>	<b>8.40</b>	<b>8.45am</b> <i>(Children arriving after this time are considered 'late')</i>	<b>3.10</b>

I hope these changes are not too disruptive for you. In order to make these changes they have needed governing body approval and this took place last night at our full governing body meeting. We hope that, with six weeks notice, you will be supportive of the change.

If you do have any comments or questions, please do not hesitate to contact me.

Kind regards

Lucy Howe



**Lucy Howe**

Headteacher

Foxhills Federation (infant and junior Schools)