



*Personal Best*

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Director of Education, Learning & Leisure

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Wednesday 18<sup>th</sup> November 2020

Dear parents/carers,

### **Shortening Lunchtimes (Wed, Thurs, Fri) at Ellon Academy**

To further tighten up on our school Covid-19 procedures and mitigations, we have consulted with all school staff and the follow proposal has been agreed.

We plan to trial shortened lunchtimes on Wednesdays, Thursdays and Fridays from week beginning Monday 23<sup>rd</sup> November until Christmas and review this in the New Year.

As you will see from the timetable below, Mondays and Tuesdays remain unchanged, with 20 mins for break and 45 mins for lunch. On Wednesdays, Thursdays, and Fridays, we had one hour for lunch, and this will now be reduced to 45 mins to keep consistency with the beginning of the week.

Our rationale for this decision is to have less time where pupils can be tempted to move around the school, potentially moving into and near the other designated year group bubbles. We have observed that lunch service takes approximately 15/20 mins, so even with a shortened lunchtime, pupils still have time to socialise with friends in their designated year group areas.

Registration will still be 10 mins and all teaching periods remain at 50 mins.

Pupils going to Tesco/Ellon town centre at lunchtimes still manage to do this as we stand with a 45 min lunch on Mondays and Tuesdays. However, we do appreciate that this may affect the very small number of pupils who go home at lunchtimes on the previously longer days.

Also, with less staff willing or able to give up their time to supervise pupils at lunchtimes due to the current situation, we will be better able to manage pupil conduct and movement with a shortened lunch.

We have also consulted with the buses and ASL transport there is no issue for them at the end of the day.

Thank you and kind regards,

Yours sincerely,

Mrs P Buchan  
Rector  
Encl.

	Reg	1	2	Break	3	4	5	Lunch	6	7	Home
	8.25	8.35	9.25	10.15	10.35	11.25	12.15	1.05	1.50	2.40	3.30pm
Monday											
Tuesday											
	Reg	1	2	Break	3	4	Lunch	5	6	Home	
	8.25	8.35	9.25	10.15	10.35	11.25	12.15	1.00	1.50	2.40	
Wednesday											
Thursday											
Friday											