



To ALL PARENTS & CARERS

Balwearie High School  
Kirkcaldy High School  
St Andrew's RC High School  
Viewforth High School

**Education & Children's Services**

Shelagh McLean, Head of Education  
and Children's Services  
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Our Ref: SMcL/CG

Date: 12 January 2024

Dear Parent/Carer,

I wanted to take an opportunity to advise you of work being undertaken, in your schools, in relation to providing equity of teaching/learning hours across secondary school learners in your area.

In Fife, we have been working with all our Secondary Headteachers, over the last year, to look at how we can ensure we work towards delivering a standardised number of learning hours (which is 27.5 hrs per week) in our secondary schools.

As such, our Kirkcaldy Secondary Headteachers are, collaboratively, planning for this to commence in August 2024. If this can be achieved, this means all secondary age learners in our Kirkcaldy schools will, from August 2024, receive the same number of learning hours across the school week.

We are aware that, for some schools, this will require consideration to be given to the curriculum offering and the structure of the school day. Therefore, we are also working closely with our bus contract operators to support any required changes to the start/finish times of the school day.

To this end, your Headteacher will contact parents/carers next week to outline what changes are being proposed.

It is important that parents/carers and learners, as well as all staff, within each setting are involved in the consultation phase of this process. As such, the Kirkcaldy Secondary Headteachers will provide details, in their communication, regarding how you as parents/carers can share your views or ask any questions regarding these proposals. The Headteachers will also lead focus groups in school, providing opportunities for learners and staff to be involved in this consultation process, to ensure we capture all feedback before finalising any decisions and communicating these to our school communities.

Please take the opportunity to provide your own feedback once you receive the communication from your headteacher.

Yours faithfully,

A handwritten signature in black ink that reads "Shelagh McLean".

Shelagh McLean  
Head of Education and Children's Services

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