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Date: February 2016



**Learning & Leisure Services**  
Cardinal Newman High School  
Main Street,  
Bellshill, ML4 3DW

**Mr Kenneth Ross**  
Head Teacher

Dear Parent/Carer

**Proposed Introduction of a standardised 33 period week across North Lanarkshire secondary schools from session 2016-17**

I write to inform you that North Lanarkshire Learning and Leisure Services are proposing to change the configuration of the school day from August 2016. This proposal applies to all secondary schools across the Council. I am conscious that a change took place in 2013 but unfortunately the decision to allow individual schools to vary structures has resulted in a significant number of different approaches being adopted which are not able to fully deliver the anticipated opportunities for young people in secondary schools.

Following a period of evaluation and research North Lanarkshire Council is now proposing to adopt a common model of 33 periods of 50 minutes in all secondary schools from August 2016. This will be accompanied by a co-ordinated approach to curriculum planning designed to ensure that the needs of all our young people are met.

The benefit of this approach is that it will allow for increased curricular opportunities for pupils in the senior school since they will be able to access a wider range of courses. The secondary Head Teachers have been working together on a uniform approach to curricular planning. This co-ordinated approach will ensure that the needs of all young people are met. The authority also propose to implement a common timetable for S5 and S6 in order to maximise choice for students. A wider range of courses will be on offer in pupils' base schools, in neighbouring schools and from our college partners.

The details of the proposed new weekly configuration of the timetabled day are detailed below. If you have any questions about its operation, I will be happy to answer them.

Day of Week	Start	Finish	Morning Break	Lunch Break
Monday, Tuesday, Thursday	8.55am	3.45pm	10.35am – 10.50am	12.30pm – 13.15pm
Wednesday, Friday	8.55am	2.55pm	10.35am – 10.50am	12.30pm – 13.15pm

If you have any comments on this proposed configuration, please forward them in writing to me at the school either by letter or email. The appropriate email address to use is: [enquiries@cardinalnewman.n-lanark.sch.uk](mailto:enquiries@cardinalnewman.n-lanark.sch.uk). I would ask that you respond to this request no later than **Wednesday, 24 February 2016**.

There will also be a meeting for parents who wish to express their views or gain further information, on Tuesday, 23 February 2016 at 6.30pm in the theatre at Cardinal Newman High School. Please be assured that you will be kept informed of the progress of this proposal if you are unable to come to this meeting.

Yours sincerely

A handwritten signature in blue ink that reads 'K. Ross'.

Kenneth Ross  
Head Teacher