



Director Children's Services: Helen Budge

Parents and Carers  
Sandwick Junior High School

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Your Ref:

Dear Parents and Carers

## Planning for the new secondary timetable structure from May 2018

Following on from Children's Services correspondence to parents and carers on the 21 February, we are writing to remind you that all of Shetland's secondary schools will be moving to a new common timetable structure from Tuesday 29 May 2018.

From the 29 May 2018, these schools will operate a slightly longer school day from Monday to Thursday and a shorter school day on a Friday on an asymmetric, 33 x 50 minute period school week.

There will be no change to the overall time pupils spend in school. Aith Junior High School and Whalsay School already successfully operate their timetables on this asymmetric week structure, and the model is increasingly common across Scotland.

### Sandwick Junior High School: New timetable from the 29 May 2018:

#### Secondary

Mondays – Thursdays	
0850 – 0940	Period 1
0940 – 1030	Period 2
1030 – 1050	Break
1050 – 1140	Period 3
1140 – 1230	Period 4
1230 – 1310	Lunch
1310 – 1400	Period 5
1400 – 1450	Period 6
1450 – 1540	Period 7

<b>Fridays</b>	
0850 – 0940	Period 1
0940 – 1030	Period 2
1030 – 1050	Break
1050 – 1140	Period 3
1140 – 1230	Period 4
1230 – 1310	Lunch
1310 – 1400	Period 5

**There are no changes to existing school day timings in the Primary Department.**

School buses will continue to collect pupils in receipt of school transport at the end of the school day.

A programme of Friday afternoon activities for children and young people, to commence from the start of the new academic session in August 2018, is currently being developed by Children's Services in discussion with other Council departments and our partner organisations, including the Shetland Recreational Trust. Further information will follow to parents and carers shortly.

Additional information about the timetable changes is available on the Shetland Islands Council's website:

<https://www.shetland.gov.uk/education/New-common-timetable-May2018.asp>

If any parent or carer needs more information about the timetable changes, they should contact your school's head teacher in the first instance.

Yours sincerely,



Robin Calder  
Quality Improvement Officer