

**WHITBY COMMUNITY COLLEGE**  
A Technology College

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22 February 2010

To All Parents

Dear Parent

**Proposal to Change the Timing of the College Day from September 2010**

I write on behalf of the College's Governing Body regarding a proposal to make a change to the timing of the College day. The reason for this proposal is to accommodate a necessary change in the pick-up time for bus students that will enable us to use the new, safer location of the College bus stop from September.

The proposal is to reduce the lunch break by ten minutes so that lunch ends at 1.10pm, enabling students to finish College at the earlier time of 3.15pm. This will allow students to arrive at the bus stop for the earlier pick-up times required by the bus companies in order that they may change their routes and collect students at the new stop.

To allow you to discuss any concerns about this proposal, you are invited to a meeting at the College on Monday 29 March at 7.00pm in the College Learning Centre. This will follow a parents' evening and revision session for parents, which I hope will make the meeting time more convenient for many of you. The meeting is open to all parents and carers of registered students at the College.

Following the meeting, the Governing Body will consider any comments made by parents on this proposal before determining whether the changes should be implemented - with or without any modification.

We have sought permission and consulted with the relevant Local Authority departments regarding the proposal.

If you are able to attend the meeting, please return the reply slip below to the Clerk to the Governors, Mrs Hunter, at the College by Friday 12 March.

Yours sincerely

Mr R P Simpson  
Chair of the Governing Body

**To: Mrs Hunter, Clerk to the Governors, Whitby Community College**

Name of student: \_\_\_\_\_ Year Group: \_\_\_\_\_

Parent(s) Name \_\_\_\_\_

I shall attend the consultation meeting for parents regarding the proposed change to the timing of the College day in respect of the new bus stop, on Monday 29 March at 7.00pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



INVESTOR IN PEOPLE

