

Our Ref: BSN/KON

10 January 2018

**ALL PARENTS/CARERS**

Dear Parent/Carer

**Re: Interruptions to Learning**

Over the past twelve months we have seen a dramatic increase in the number of requests from parents/carers to interrupt lessons. At the moment, when a request is made, a member of staff finds out which lesson the child is in and visits the lesson thus disturbing the teacher and pupils.

To measure the scale of the problem last half term we recorded the number of requests and the reason for every request. Incredibly, we have seen over 600 requests in just over 7 weeks. In reality this means that over 16,000 pupils have had their learning disrupted as a consequence. I thought that it might be useful for you to read some of the most common reasons. They are listed below:

- child forgot drink;
- child forgot snack for break time;
- child forgot PE Kit;
- child forgot ingredients for Food Technology.

The instances of requests that we receive that I would consider to be vital or an emergency are very few and far between.

**As a school we have taken the decision that we will no longer action any of the type of requests listed above. To do so is leading to too much wasted learning time. We will, however, always pass on any vital or emergency information.**

As adults we all know that a vital skill to learn is that of organisation. I would hope that by enacting this policy we will not only decrease the number of interruptions but also help some of our pupils to further improve their organisational skills.

Thank you as always for your continuing support.

Yours sincerely

**Mr B A Stitchman**  
**Head Teacher**