

Welcome to the seventeenth edition of the Mayfield Messenger since lockdown.

I am delighted to say that our plans for a full reopening in September are very well advanced. Later today, after this message has been published we will be sharing some “FAQs for September 2020” which we hope will answer the majority of questions parents, carers and pupils might have about our arrangements for September.

I would like however, to draw your attention to three important points for the new school year:

1. Pupils in our Senior Section will need the following essential items of equipment, these will be checked by staff every morning:

- Black pen and pencil plus spares;
- Purple pen for feedback;
- Glue stick;
- 30cm Ruler and an eraser;
- CASIO Fx Series calculator.

This equipment should be clearly labelled and held in a named pencil case. Pupils in Year 7 and 8 must also bring in a reading book. We will issue a diary planner to all pupils on their first day, this will also form part of the essential equipment. **Pupils will not be able to share stationery items.** Essential equipment packs for pupils in the Senior Section can be purchased for £9.30 using the school’s Scopay system from 20th July 2020. Children in our Primary Section will be given a personal stationery pack free of charge.

2. We will publish our extra-curricular programme for the Autumn 1 half term on Friday 21st August. Children in Years R to 8 can sign up using the online booking system – some clubs are invite only ‘catch up’ sessions. Children must attend these sessions.

3. We have introduced an online form for parents to use if you need to alert us that your child needs to take medication during the school day. Please click here:

<https://forms.office.com/Pages/ResponsePage.aspx?id=17eMxmGmGkarCHowINbkEaHjlg47r0VGrz2BEQDkaAhUQ0pZVjYxT0o3OURaNzJBROxUQ004NjFQMi4u>

Please note, as previously announced, we have pre-planned INSET days running on:

Wednesday 22nd July

Thursday 3rd September

Friday 4th September

Monday 7th September

On these days, the school is closed to all pupils including key worker children.

Prom 2020

We have taken the difficult decision to cancel the Prom 2020 event for Year 11. Given the ongoing restrictions around large gatherings and the potential for further Covid related restrictions to everyday life, it seems unwise to ask parents and pupils to commit to an event which could be cancelled or curtailed at short notice.

Instead, we are planning to run an event on Thursday 19th November on the school site as part of our GCSE certificate evening. We hope to be able to welcome back Year 11 parents and pupils and give out GCSE certificates followed by a finger buffet – all free of charge!

We know this is not the same as having a Prom, but hope you understand the difficult position we all find ourselves in.

Award Winners 2019/2020

This week we have celebrated our award winners for the academic year 2019/20. As an all through school, and after receiving feedback from parents, this year we have brought the Primary awards more in line with the Senior awards and staff have nominated pupils from their class, subject, tutor or House to win awards for achievement and progress. Not all pupils have been nominated for these awards, however, all pupils within the Primary section will be receiving a certificate in recognition of their hard work in gaining achievement points this year.

I would like to end this letter by thanking you for your ongoing support for the school and sincerely hope you and your wider family are in good health.

Yours sincerely,

David Jeapes
Headteacher

FAQs – September 2020 full reopening – Parents and Pupils (17th July)

These FAQs supersede previous versions and reflect the latest guidance from Public Health England and The UK government. They are subject to change at short notice.

What are the symptoms of coronavirus?

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough;
- a high temperature;
- a loss of, or change in, your normal sense of taste or smell (anosmia).

For most people, coronavirus (COVID-19) will be a mild illness. However, if you have any of the symptoms above you must stay at home and arrange to have a test to see if you have COVID-19

Why are children being taught in “bubbles”?

The idea is that every child in the school is linked to a year or phase ‘bubble’ as follows:

Year R
Year 1 and 2
Year 3 and 4
Year 5 and 6
Year 7
Year 8
Year 9
Year 10
Year 11

We will ensure that these ‘bubbles’ have limited contact by operating staggered:

- Starts and finishes to the school day;
- Having separate entrances and exits;
- Lunch and break times.

In this way, if there is an outbreak of COVID 19 in the school, we are better able to isolate groups of pupils and staff and the track and trace system is easier to manage.

When do all children return full time to Mayfield?

The first day for pupils in Years 1 to 11 will be Tuesday 8th September.

The first day for pupils in Year R will be:

Tuesday 8th September for:

All girls born between 1st September and 31st December

All boys born between 1st September and 31st March

Wednesday 9th September for:

All other children should join from 8:30am

What classrooms will my child use?

Pupils in our Senior Section will move between rooms – the risk of transmission during corridor transition is deemed very low. Primary aged children will be taught in their classroom or intervention room.

My child is new to Mayfield, are there any special arrangements?

For pupils joining us in Year 7:

- Watch the transition video to get familiar with the school;
- Arrive on Tuesday 8th September by 8:10am in full uniform and with ALL equipment;
- Make sure you have a reading book!

- The entrance is via Hewett Road, staff will be visible and ready to give directions;
- Please bring a packed lunch for the first day, unless you are entitled to a free school meal;
- If you have a question, please email your child's Head of House:

Discovery House (Red Tie) Mrs. Jo Webb on Webb@mayfield.portsmouth.sch.uk

Intrepid House (Green Tie) Miss. Jess Jones on JonesJ1@mayfield.portsmouth.sch.uk

Victory House (Yellow Tie) Mr. Phil Denford on DenfordP@mayfield.portsmouth.sch.uk

Endeavour House (Blue Tie) Mr. James Campbell on CampbellJ@mayfield.portsmouth.sch.uk

For pupils joining us in Year 3:

- Watch the transition video to get familiar with the school;
- Arrive on Tuesday 8th September by 8:30am in full uniform including a school backpack or book bag;
- They should bring their PE kit clearly labelled in a school PE bag;
- The entrance is via Mayfield Road, staff will be visible and ready to give directions;
- Please bring a packed lunch for the first day, unless you are entitled to a free school meal;
- If you have a question, please email Miss. Jen Lewis, Head of Juniors on:

LewisJ@mayfield.portsmouth.sch.uk

For pupils joining us in Year R:

- Watch the transition video to get familiar with the school;
- Arrive on the designated start date in full uniform including a school book bag;
- They should bring their PE kit clearly labelled in a school PE bag;
- The entrance is via Mayfield Road, staff will be visible and ready to give directions;
- If you have a question, please email Mrs. Jo Buck, Head of Infants on:

BuckJ@mayfield.portsmouth.sch.uk

By now, all parents and carers new to Mayfield should have received an activation letter to access the school's online payment platform, Scopay. If you have not, or need support, then please email Mr. Danny Backhouse on:

BackhouseD@mayfield.portsmouth.sch.uk

All new pupils will be 'imported' into our online booking system by 14th August. Instructions about registering and using the system will be sent out, via email, during the week beginning 17th August. Pupils in Year R, 3 and 7 can sign up for extracurricular clubs from Friday 21st August. For support with using the online booking system, please contact Mrs. Helen Patis on:

Patis@mayfield.portsmouth.sch.uk

What equipment will my child need?

Children in the Primary Section will be provided with a stationary pack with their name on. Pupils in our Senior Section will need the following essential items of equipment, these will be checked by staff every morning:

- Black pen and pencil plus spares;
- Purple pen for feedback;
- Glue stick;
- 30cm Ruler and an eraser;
- CASIO Fx Series calculator.

This equipment should be clearly labelled and held in a named pencil case. Pupils in Year 7 and 8 must also bring in a reading book. We will issue a diary planner to all pupils on their first day, this will also form part of the essential equipment. Pupils will not be able to share stationary items.

Essential equipment packs for pupils in the Senior Section can be purchased for £9.30 using the school's Scopay system from Monday 20th July. These will be available for collection from Monday 17th August from the Main Reception.

Who will teach my child?

For Primary, your child will have a class teacher and be taught in groups of up to 30 children. All Primary Section classes also have additional adults such as Teaching Assistants.

For Seniors, your child will have a group of specialist subject teachers that will work across the Senior Section.

What time does my child have to be in school from September?

The start and finish times are as follows:

Bubble	Start time*	End of School/Extra-Curricular	Entrance / Exit
Year R	8:45am	3:30pm or 4:30pm	Mayfield Road – Bike Gate
Year 1 and 2	8:45am	3:30pm or 4:30pm	Mayfield Road – West Green Gate
Year 3 and 4	8:45am	3:30pm or 4:30pm	Mayfield Road – East Green Gate
Year 5 and 6	8:45am	3:30pm or 4:30pm	Mayfield Road – Junior Gates
Year 7	8:10am	3:00pm or 4:15pm	Hewett Road – West Gates
Year 8	8:10am	3:00pm or 4:15pm	Hewett Road – East Gates
Year 9	8:40am	3:00pm or 4:15pm	Hewett Road – East Gates
Year 10	8:40am	3:00pm or 4:15pm	Hewett Road – East Gates
Year 11	8:40am	3:00pm or 4:15pm	Hewett Road – West Gates

*This is the **VERY latest time** that pupils should arrive to the school gate

What about uniform?

All pupils will be required to wear the full school uniform, including their blazer and black 'polishable' shoes – not trainers. Please see here a link to the website:

<https://mayfield.portsmouth.sch.uk/about-us/our-school>

How will you keep my child safe?

We have already established our Golden Rules of Hygiene, these will continue to be our main way of managing the virus:

- social distancing;
- regularly and thoroughly washing your hands with hot water and soap or hand sanitiser;
- avoid touching your face;
- always use a tissue if you sneeze and "bin it" straight away before cleaning your hands.

The above, coupled with our approach to keeping pupils in 'bubbles' will significantly reduce the risk of transmitting the virus – however, we cannot eliminate all risk and we accept that some children, particularly the youngest may find social distancing impossible.

Having said this, our experience is that children adapt very quickly to our new routines.

Can my child wear a mask?

Yes. However, parents and carers should be clear that this is not currently recommended and that staff will not be able to support children in wearing or adjusting face masks.

It should be noted that currently the Government's guidance around the use of face masks is that these should be worn if your child is using public transport. Where possible, we encourage families to walk or cycle to school. Please remember that if your child wishes to bring their bike onto the school site then they must wear a helmet and have working front and back lights.

Does my child need additional PPE?

No. We will provide any PPE your child may need, for instance, if they are presenting the symptoms of COVID 19. We do however recommend that all pupils have a pack of tissues and that the 'catch it, bin it, kill it' approach is used.

Does my child have to attend school?

Yes. It is absolutely essential that every child attends school every day - unless they are ill or presenting the symptoms of COVID 19. From September, we will apply our normal procedures around pursuing non-attendance to school. If you believe your family situation is such that your child cannot attend school, for instance, they have been told to continue to shield. Then please email our Designated Safeguarding Lead, Mrs. Erika Anders on: AndersE@mayfield.portsmouth.sch.uk

I am a key worker, will my child still get special provision?

No. ALL children must return to school irrespective of their parent or carers occupation. Wrap around care including breakfast and tea time club will still run for Primary Section children, but these are chargeable and can be booked via Scopay.

We are not expecting to be open over:

Summer Holiday (other than for the Primary Summer School and GCSE Results Day on 20th August);
October Half Term.

Can my child bring a packed lunch in?

In Year R, 1 and 2 children must take the school's hot meal.

For other year groups, children can bring in a packed lunch. To keep others safe, we ask that, where possible, items in lunch boxes are in easy open packets and, for children in our Primary Section, comply with the packed lunch policy which can be found here:

<https://mayfield.portsmouth.sch.uk/Primary/lunch-arrangements>

Does my child need a water bottle?

We will provide ALL Primary Section pupils with a water bottle free of charge on the first day. We ask that the bottle is sanitised daily and returned each day with drinking water only – no juice, fizzy or similar.

For pupils in the Senior Section, we ask that they bring in their own water bottles. These can be replenished during break and lunch times ONLY. To minimise risk to all members of the community we will no longer be providing disposable cups.

Fizzy drinks are not allowed, unless this is part of an agreed approach to controlling blood sugar levels.

My child has one to one support or attends a small intervention. Will they still get this?

Yes. If your child gets one to one support, then they will continue to get this. Also, all of our normal interventions will run, although staff may deliver this from a social distance of 2m.

What will my child learn?

All pupils will follow their full curriculum which is broad and balanced. However, we have made some changes, for instance:

- Assemblies will be delivered virtually;
- Physical Education and the Performing Arts will not involve prolonged close contact;
- Music will not involve singing or sharing instruments.

Does my child need a PE kit?

Yes. They should bring in their PE kit on the days they have timetabled PE. Please note that for Year 9, 10 and 11 PE lessons are usually delivered offsite in a double lesson.

Children in our Primary Section should bring their kit in on the first day and leave this at school until the end of the half term, when it will be sent home.

Please label ALL items with your child's name!

On Tuesday 8th September all Year 9 and Year 11 Option A pupils have timetabled PE and therefore will need their PE kits.

My family is facing severe financial problems, who can provide confidential and discrete help?

Please contact Mrs. Erika Anders on: AndersE@mayfield.portsmouth.sch.uk

Does my child need a school bag?

Yes. All pupils should have a sensible bag as follows:

Year R, 1 and 2	:	Mayfield Book Bag
Year 3 to 6	:	Mayfield Book Bag or Mayfield Back Pack
Year 7 to 11	:	Back Pack or Mayfield Back Pack

What happens if my child falls ill during the school day?

If a child feels unwell then they should ask their teacher to go to the medical room. If our staff assess that there is a risk the child has COVID 19 symptoms, then a procedure is in place to isolate them until a parent or carer can pick them up. In this case, they should undergo a test as soon as possible and alert the school of the outcome of the test as soon as this is known. We will always follow the latest guidance around managing an outbreak.

Will I be informed if there is a confirmed outbreak of COVID 19 in school?

Yes. We will always follow Public Health England's advice around managing an outbreak where this has been confirmed.

Will normal school assessments take place?

Yes. We plan on running all assessments during the 2020/21 academic year.

My child has missed a lot of school. How will you catch them up?

The Government have allocated additional funding to support catch up across the school. We will be publishing full details about how we intend to catch children up in the Autumn Term. Our focus will be on supporting:

- The most vulnerable;
- Pupils close to an important assessment point.

From September, we will be running weekly catch up session for children in our Primary Section. These run alongside our extracurricular clubs and are by invitation only. If your child is invited to a catch-up club, it is essential they attend. Further details around our catch up programme for the Senior Section will follow.

Will breakfast and tea time clubs run?

Yes. These will run as normal for Primary Section children and can be paid for via Scopay:

7:45am to 8:45am	Breakfast Club (£4.50 includes breakfast)
3:30pm to 4:30pm	Early Tea Time Club (£9.00 includes tea)
4:30pm to 6:00pm	Tea Time Club (£8.00 includes tea)

Will extracurricular clubs run?

Yes. These will run as normal for Years R to 8:

3:15pm to 4:15pm	for Senior Section
3:30pm to 4:30pm	for Primary Section

They can be booked using the online booking system from Friday 21st August. All clubs are free of charge to parents and carers.

My child needs to take medication during the school day. What do I have to do?

If your child needs to take any medication during the school day OR you wish to give us permission for them to use a school inhaler due to Asthma. Then please complete the form below:

<https://forms.office.com/Pages/ResponsePage.aspx?id=17eMxmGmGkarCHowINbkEaHjlq47r0VGrz2BEQDkaAhUQ0pZVjYxT0o3OURaNzJBR0xUQ004NjFQMi4u>

If you have any questions about how we manage medication or support children with underlying health issues or immunisations, please contact Mrs. Sally Rowntree, Health and Welfare Officer on:

healthandwelfare@mayfield.portsmouth.sch.uk

If I need to speak with someone, what should I do?

During drop off and pick up times, staff will not be able to “stop for a chat”. If you wish to communicate with us, please email your child’s class teacher or tutor. Email addresses can be found on the School’s Website.

If you have a safeguarding concern, then this should be forwarded to Mrs. Erika Anders, Designate Safeguarding Lead on:

AndersE@mayfield.portmsouth.sch.uk

Is Little Sunbeams open?

Please contact:

sunbeams@mayfield.portsmouth.sch.uk

If you have any questions about their provision.

FINAL : I have a question which has not been covered here. Who can I ask?

If there is a question you think we have not covered, please email us on:

general@mayfield.portsmouth.sch.uk

FAQs – Full Reopening : Parents and Pupils - END