

## **HT Message – Mr. David Jeapes**

Welcome back to the first issue of the Mayfield Messenger for 2022. I hope that you and your family are well and managed some down time over the festive break.

In line with the very latest guidance, we have reintroduced the recommendation for all pupils in Years 7 to 11 to wear a face covering both inside and outside of lessons. I appreciate this will be frustrating for many, but the message is clear – infections are increasing and by taking these small steps, we keep ourselves and those vulnerable around us, safer.

If your child is exempt from wearing a covering, then please alert us by contacting, Mrs. Erika Anders, SENCo on:

[Anderse@mayfield.portsmouth.sch.uk](mailto:Anderse@mayfield.portsmouth.sch.uk)

She will issue your child with a pass and inform staff.

Thank you to everyone who supported the Covid Testing at the start of this week. In total, 560 tests were carried out across the two days with no positive results.

Regular lateral flow testing continues to be one of the important measures to keep everyone safe. Each pupil was issued with a pack of lateral flow tests as they left the Sports Hall and pupils have been advised to set up a routine of taking a test every Monday and Thursday morning before coming to school. Parents are no longer required to report the results to the school, but they should upload these to the NHS website:

[Report a COVID-19 rapid lateral flow test result - GOV.UK \(www.gov.uk\)](https://www.gov.uk/report-a-covid-19-rapid-lateral-flow-test-result)

We have a good supply of Lateral Flow Tests onsite. Pupils can collect a box from the Medical Room or Pupil Services as required.

The DfE updated their advice on participation with lateral flow testing earlier this week:

*‘Even if someone has tested positive for COVID-19 within the last 90 days, they are strongly encouraged to take part in LFT testing on-site or at home once they have completed their isolation period for their prior infection.’*

The previous Government advice about not taking lateral flow tests for 90 days after infection has now been withdrawn.

Lateral flow tests are designed for asymptomatic screening for Covid and may not always pick up cases with a lower viral load. It is therefore essential that anyone who develops Covid symptoms stays at home and books a PCR test.

## **Covid Risk Assessment and Self-Isolation**

The school’s Covid Risk Assessment has been updated to reflect the new national and local measures to combat the spread of the Omicron variant. A copy of this Risk Assessment can be found attached.

The rules around self-isolation have changed from the start of this term. Pupils can stop self-isolating after 7 days if they do a rapid lateral flow test on days 6 and 7 of your self-isolation period and:

- Both tests are negative
- They did both tests at least 24 hours apart
- They do not have a high temperature

If the second negative LFT is taken early enough on Day 7, they are able to return to school that day.

### **Covid Vaccinations at Mayfield School on Wednesday 16<sup>th</sup> February 2022**

Second dose covid vaccinations can now be offered to 12–15 year olds and therefore Mayfield School will be hosting the School Immunisation Team on Wednesday 16<sup>th</sup> February 2022. The team would like to offer an opportunity for eligible young people to have their second dose vaccination in school on the above date.

There are also a number of young people in this age group who have not had their first dose and this could be for a number of reasons. They will also offer a first dose vaccination to this group on the above date for those who missed out previously.

Since the last vaccination date in school earlier this year, there will be some young people who have since turned 12 years of age and are now eligible for their first dose – vaccinations will now be offered to this group on the above date.

Parents still have the option of making appointments for their eligible young people via the National Booking System, if they prefer.

Consent forms will be given to students on Thursday 10<sup>th</sup> February and must be returned to Pupil Services by Monday 14<sup>th</sup> February 3pm.

### **Section 8 report**

The s8 report from OfSTED will go live in the next few days. I am pleased to confirm with our community that following this inspection, Mayfield remains a “good” school. As I have previously shared, the improvement areas identified were in line with the school’s own action plan and we have already begun to put into place a number of measures to address them. A copy of the report can be found here:

[Ofsted | Mayfield School](#)

I would like to extend my deepest thanks to all who completed one of the online surveys which supported the inspection.

### **Improving Communication**

Please be aware that if your child is absent from school then you can report this to us using the Studybugs app. Please use this link to register.

[Studybugs – Register](#)

For support with this, then please contact:

[Attendance@mayfield.portsmouth.sch.uk](mailto:Attendance@mayfield.portsmouth.sch.uk)

For support with using the SIMS Parent App, please email Mrs. Helen Patis, SIMS Manager on:

[Patis@mayfield.portsmouth.sch.uk](mailto:Patis@mayfield.portsmouth.sch.uk)

### **Demolition Update from Kier Construction**

If you have passed the old school site recently, you will have seen that the demolition of the old building is proceeding at pace. The latest Community Newsletter from Kier Construction can be found attached.

### **Extra-Curricular Parent Survey**

Thank you to those parents who completed our online Extra-Curricular survey, it was great to have your feedback on the provision we offer across the school. There were some positive and reassuring comments made which are very much appreciated by our staff who work really hard to provide the best quality, free extra-curricular clubs that we can.

The main suggestions for improvements to be made are listed below, some of which we have already implemented this half term and some we will be working on over the coming term.

**1. Sticking to the planned or booked activity**

*This is a challenge when we have staff to cover for clubs, sometimes at the last minute, however we will endeavour to ensure that we stick to activities wherever possible, using alternatives as a last resort.*

**2. More spaces for the most popular clubs in particular cooking**

*We have a plan in place to utilise the skills of the staff we have, who will from spring 2 be running 4 cooking clubs a week with primary and one with seniors which means the food tech room and resources will be used to full capacity.*

**3. More experienced staff running clubs**

*We have increased the capacity of our external providers and now have 14 sessions a week run by external providers all of whom are qualified in their area of expertise including football (our most popular club), drama, dance, sports and team games.*

**4. More provision for infants with external providers**

*Due to the fact that we have increased our external provider bookings we will ensure that infants have access to these across the year.*

**5. More options of clubs each day.**

*We will do our best to make this happen but with 119 clubs running currently each week for free it may not be possible to staff any more clubs.*

Thank you for your feedback- Mrs Firth

## Friends of Mayfield

Thank you so much to all members of our school community who helped, supported and attended our Christmas Fayre on 10<sup>th</sup> December. It was a fantastic event, it was so lovely to see our pupils getting involved in running stalls and helping us to raise money. We raised £753.96 in total, we will be consulting the school council on how they would like FOM to spend the money raised. A big thank you to our Endeavour elves who did a wonderful job helping out Santa with his story time.



A big thank you to Mr Batchelor and the enterprise teams for all their hard work.

A great show from our Enterprise teams in the Tenner Challenge with £501.80 in total sales and £105.85 being donated to charities. All teams managed to make a profit and earned their 'Enterprise Ambassador' badges. A special mention for team 'Reindeer Food' who decided to donate 100% of their profits to Niaomi's Hospice.



**Head of Seniors – Miss Louise Hillier**

Happy New Year to you all- I hope 2022 brings you peace and happiness.

Our start to the Spring term has gone well. The pupils responded well to the online learning that we had to do to facilitate the required testing- thank you to all the staff who very smoothly segued back to online learning. The testing itself went well- we had no positive tests which means we can start this term feeling positive.

As Mr Jeapes has mentioned above, for the next few weeks the Government are asking all pupils in Year 7 upwards, and their staff, to wear face coverings when they are inside the building- in all areas. I understand that this is not what we would wish but if it helps to move the country through this difficult period then it is important that we all do our bit. Thank you to all pupils (and I know home) who are arriving with face coverings, however I give out over 300 masks every morning on the gate. These are disposable face coverings. We live in a society that is becoming better at understanding how to best use resources for sustainability and the number we are giving out daily is not good for our environment. Could you please consider sending your child into school with their own face covering- preferably a reusable one that can be washed and used again- to help prevent waste. Thank you for your support with this.

Year 10 have exams in the week beginning 17<sup>th</sup> January in Mathematics, English and Science. The timetable for these is on our website [here](#). We know from the tricky situation over the last few years that mock exams have become more important than ever so please do talk to your child about these exams and support them with their revision. If you have any questions about the administration of the exams, then Mrs Patis is our exams officer, and she can be emailed on [patis@mayfield.portsmouth.sch.uk](mailto:patis@mayfield.portsmouth.sch.uk). If you have subject specific questions, then please contact your child's teacher or

Ms J Baxter on [Baxter-Jasmin@mayfield.portsmouth.sch.uk](mailto:Baxter-Jasmin@mayfield.portsmouth.sch.uk) for Science questions  
Mr R Clark-Lyons on [Clark-Lyons-Richard@mayfield.portsmouth.sch.uk](mailto:Clark-Lyons-Richard@mayfield.portsmouth.sch.uk) for English questions  
Mr S Ralph on [Ralphs@mayfield.portsmouth.sch.uk](mailto:Ralphs@mayfield.portsmouth.sch.uk) for Mathematics questions

As the pupils have returned from a two-week holiday can I just take this opportunity to remind you that the ONLY jewellery that is allowed to be worn to school is:

A non-smart watch  
One earring in the lobe of each ear

All other jewellery needs to be removed before they arrive at school. We would appreciate your support in not letting your child get additional piercings during the school year. Thank you very much.

### **Head of Primary – Mrs Fiona Rogers**

Welcome back to the Spring term! After a period of mild weather, it has certainly turned much colder which means that the children need to remember to bring their coat into school. Please make sure that coats are labelled along with any other items of clothing, including PE kits and ties.

If you have not yet sent PE kit into school this half term, please can you do so for Monday. The children do spend a lot of time outside so please can you ensure that they have a long-sleeved top (not hoodie) to wear under their PE kit or a Mayfield tracksuit top.

I am aware that many children received some very exciting toys this Christmas which they are keen to show to others. However, children are not able to bring toys into school (unless for a pre-agreed show and tell) as it tends to upset them when they become lost or broken.

Phones outside gate

The House teams are collecting second hand clothes for their next charity challenge and would be very happy to receive donations **by Friday 14<sup>th</sup> January 2022**. If you can donate any second-hand clothes to this good cause, please can you put them in a bag and label it with the name of your child's House so that it can be identified as belonging to the correct House donation.

Please note that dogs, whether on a lead or carried, are not allowed anywhere on the school site.

This week, Year R have been going on adventures as pirates! They've made their own maps to find treasure, learnt how to navigate maps using bee-bots and turned themselves into pirates by making their own hats and eye-patches. It has been a very exciting week and the children can't wait to find out what adventure they will go on next!

Year R have also begun teaching Phase 3 Letters and Sounds and have been amazing at remembering the new digraphs and trigraphs - ai, ee, igh and oa.

Year 1 have launched their new topic 'Inside the Toybox'. To introduce this topic, we have created a toy museum in our classrooms to show off our favourite toys. This week in science, we have categorised toys based on their characteristics. This also links with our new text 'Dogger' that we are learning about in English.



Year 2 have been enjoying the start of a brand-new topic all about Monarchs. In English, we have starting learning facts about Queen Elizabeth I to help us write a short report next week. We have been creative in the afternoons and worked together to create a royal crown for a Queen to wear on a special occasion. Look out for Maths Homework - due back by Wednesday please.



On Tuesday, Year 3 found strange boxes and crumpled up card in their classroom's. We were so confused and keen to find out what was inside of it. We started our new book The Wild Robot and found out it was a robot called Roz! We will be learning all about Roz and her island over the next few weeks.



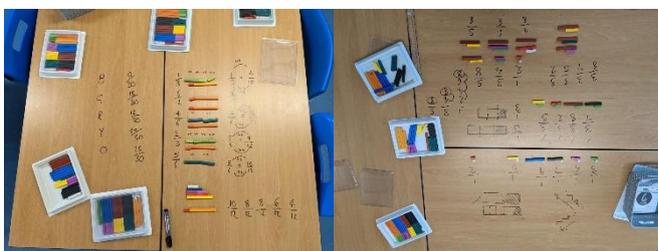
This week Year 4 have been very excited to learning about their new topic 'Buried Treasure'. During their hook lesson they discovered the ancient treasures of Sutton Hoo buried in sand and predicted what they thought the items were. In English, they enjoyed discovering objects connected to our Beowulf text in special feely boxes which Miss Bennett made.



This week, Year 5 have had a great start to 2022! They started their new topic called 'Do you dare?' In this topic, the children will learn about crime and punishment throughout History and compare it to what we have in place today.

In English, they are learning how to write an explanation text which will explain how to use a gadget! Within this, the children are focusing on using figurative language to describe the gadget.

Year 6 have enjoyed starting their new topic: Innovate and Advance. They have begun to explore the Shang Dynasty and its place in history. They have also looked at electricity as a science unit, exploring different symbols used and how circuits work. In maths they have begun to explore fractions and different methods for representing them.



Finally, please can I remind all parents and carers that whilst WhatsApp groups and social media can be very useful for reminding each other about events happening at school, it is very unhelpful if they are used to share confidential information and discuss other pupils, especially by name. If you have any concerns at all about your child, these should be discussed initially with the class teacher or, where appropriate, the 1:1 for your child. The easiest way to do this is face to face at pick up time. If you

would prefer to do this in writing, please email the class teacher who will endeavour to respond within two clear working days. Please note that staff are not required to respond to emails after 6pm on weekdays or at any time over the weekend. If the class teacher is unable to help you with your concern, please contact:

Miss. Pippa Andrews, Deputy Head of Primary, on [Andrews-Pippa@mayfield.portsmouth.sch.uk](mailto:Andrews-Pippa@mayfield.portsmouth.sch.uk) for anything related to curriculum, learning and progress.

Mrs Jo Buck, Deputy Head of Primary, on [BuckJ@mayfield.portsmouth.sch.uk](mailto:BuckJ@mayfield.portsmouth.sch.uk) for anything related to behaviour, home issues or pastoral matters.

## PORTSMOUTH CITY COUNCIL – HEALTH & SAFETY RISK ASSESSMENT FORM

<b>Site/ Location:</b>	Mayfield	<b>Assessment No:</b>	1	<b>Assessment Date:</b>	4 <sup>th</sup> January 2022
<b>Section/Department:</b>	School Based Staff	<b>Assessment Type</b> (Delete as appropriate: see Note 1)			
		<b>1. Specific/formal</b>	<b>2. Generic</b>	<b>3. Dynamic Assessment</b>	
<b>Activity/Process:</b> School operations during the new academic year as 'we learn to live with Covid-19'. This risk assessment is a live document and will be updated as new information is received by Government or our Covid threat level changes.					
<b>Assessor</b>			<b>Manager Acceptance</b> (See Note 2)		
<b>Name:</b>	<b>Matt Stedman</b>	<b>Name:</b>	<b>David Jeapes</b>		
<b>Job title:</b>	Director of Business Operations	<b>Job title:</b>	Headteacher		
<b>Signature:</b>		<b>Signature:</b>			
<b>Hazards and potential Risks</b>					
(Detail description of activity, identified hazard and persons who can be affected) i.e. <b>there is a risk that .....</b> !	<b>Actions identified to plug Gaps in Controls</b> (Each control measure is to be specific and managed)			<b>Management Plan</b>	
		<b>Lead Manager</b>	<b>Target Date</b>	<b>Comp Date</b>	
Children, staff or visitors coming into school with coronavirus symptoms and spreading the virus.	<ul style="list-style-type: none"> <li>The symptoms of coronavirus and the procedure for getting a test are outlined and revisited in our communications on the website, Mayfield Messenger and social media.</li> <li>Posters on entrances and the main reception reinforce the stay at home message when displaying symptoms of Covid-19.</li> <li>Maintain staggered start to the school day to support social distancing with different entrances for different sections and year groups</li> <li>Revisit strict handwashing or sanitising regimes to ensure that pupils wash or sanitise their hands as they come into school and at regular intervals throughout the day.</li> <li>All senior section pupils to take one Lateral Flow Tests on-site prior to returning to school after the Christmas holidays in January to identify asymptomatic cases.</li> <li>Continue routine twice weekly LFT testing at home for staff and senior section pupils to identify asymptomatic cases and ensure that these isolate.</li> <li>Additional supplies of LFT testing kits made available from Medical Room and Pupil Services</li> </ul>	STE  STE  RGR  Heads of School  STE  STE  STE	Jan-21  Sep-21  Daily  Jan-22  Jan-22  Weekly  Weekly	Jan-21  Sep-21  Daily  Jan-22  Jan-22  Weekly  Weekly	
Children or adults falling ill during the day and spreading the virus.	<ul style="list-style-type: none"> <li>Children or adults with suspected Covid symptoms to be sent to Medical Room for further investigation</li> <li>Ensure procedures developed for managing suspected and confirmed cases are in line with latest DfE and PHE guidance.</li> <li>Key staff in Medical Room, Facilities Team and Attendance to be provided with additional training on how to manage a suspected case during the day.</li> <li>Additional PPE is available for staff who are waiting with a child with suspected symptoms.</li> <li>Interview Room in Main Reception to be used an isolation area with good ventilation and PPE.</li> </ul>	All staff  STE  STE  STE  STE	Ongoing  Ongoing  Ongoing  Ongoing  Ongoing	Ongoing  Ongoing  Ongoing  Ongoing	
The virus spreading through the air, e.g. through coughing.	<ul style="list-style-type: none"> <li>Where possible, staff should still follow the principles of social distancing, e.g. by sitting at separate tables during meetings and keeping a respectful distance when talking with colleagues or visitors.</li> </ul>	All staff	Ongoing	Ongoing	

	<ul style="list-style-type: none"> <li>From September 2021, classrooms no longer have to be configured in forward facing rows. However, staff should give consideration to achieving the maximum spacing between pupils in the space available. Forward facing rows are still recommended unless this detracts from the learning.</li> <li>Where possible, meetings and visitors are recommended to take place virtually. In person visits and meetings can continue as long as all other risk assessment measures are in place</li> <li>Pupils in Year 7 upwards, staff and visitors to wear a face covering in classrooms and communal areas unless exempt.</li> <li>Assemblies to take place virtually until 28<sup>th</sup> January</li> <li>Where social distancing for staff is not possible (e.g. with younger children or vulnerable children with SEN), limit the amount of time spent at less than 2m and work side-by-side with the pupil rather than face-on</li> <li>Perspex screens to be made available for smaller classrooms and offices where social distancing is more difficult.</li> <li>Children and adults reminded to follow the golden rules of hygiene</li> <li>Ensure that classrooms, social spaces and offices are well ventilated. CO2 monitors are available from the Facilities Team</li> <li>Good supply of tissues and hand sanitiser throughout the school which are checked daily by the Site Team</li> </ul>	All staff		Ongoing
		All	Jan-22	
		All	Jan-22	
		All	Jan-22	Ongoing
		All		Ongoing
		All All		Ongoing Ongoing
		OLD/DYE		Ongoing
The virus falling on surfaces.	<ul style="list-style-type: none"> <li>Children and adults reminded to follow the golden rules of hygiene.</li> <li>Enhanced cleaning rota put in place with three cleaners working around the school throughout the day focusing on the cleaning of high touch points</li> <li>Cleaning station available in each classroom with hand sanitiser, disinfectant, tissues, antibacterial wipes and face masks for seniors.</li> <li>Daily checks of classroom cleaning stations by cleaning team to identify where stocks of hand sanitizer are low so that these can be quickly replenished.</li> <li>Classroom surfaces to be kept free of clutter to support enhanced cleaning rota</li> <li>Where possible, staff to continue to use 'COVID friendly' marking strategies.</li> <li>In staff works rooms, wipe down shared desks after use</li> <li>Enhanced fogging regime in place</li> </ul>	All staff STE		Daily Daily
		STE		Sep-21
		Site Team		Daily
		All staff All staff All staff Site team		Ongoing Ongoing Ongoing Jan-22
The virus being transmitted through the sharing of equipment.	<ul style="list-style-type: none"> <li>Pupils and adults reminded to follow the golden rules of hygiene</li> <li>Pupils to sanitise their hands on their way into each lesson or session</li> <li>Each Primary pupil provided with their own named equipment pack to be kept on their desk</li> <li>Each Senior pupil to bring their own equipment packs to be checked visually on the gate</li> <li>Additional resources provided in classrooms to minimise sharing</li> </ul>	All staff All staff H of School	Jan-22	Daily Ongoing
		H of School All staff		Ongoing Ongoing
The virus spreading within and between 'bubbles'	<ul style="list-style-type: none"> <li>The strict bubble system is no longer recommended from September 2021. However, contingency plans are in place for bubbles to be reintroduced at short notice in response to a local outbreak.</li> <li>Pupils are able to mix across year groups at break times, in Extra-Curricular and Breakfast Club.</li> </ul>	H of School		Sep-21
Some areas of the school curriculum have been identified as carrying a higher risk of transmitting the virus.	<ul style="list-style-type: none"> <li>Ensure that DfE and CLEAPSS guidance is implemented in Early Years, PE, Science, Design Technology, Music and Performing Arts</li> <li>These subjects to undertake a Risk Assessment of their curriculum and develop contingency plans in response to a local outbreak</li> </ul>	QL SL SL/STE		Ongoing Ongoing May-21

	<ul style="list-style-type: none"> <li>Day trips and visits are allowed from September in line with DfE guidance</li> <li>Sports fixtures against other schools can resume</li> <li>Residential trips and visits will be allowed from July 2021 in line with DfE guidance</li> </ul>	SL/STE		May-21
		SL/STE		July-21
Some staff and pupils are clinically extremely vulnerable or clinically vulnerable and are at risk of a more severe outcome if they become infected.	<ul style="list-style-type: none"> <li>Staff who are identified in these categories or live with people in these categories to discuss their individual circumstances with STE</li> <li>Occupational Health and HR advice to be taken to support individual risk assessment and adaptations</li> <li>Ensure that Individual Risk Assessments are kept under regular review as individual circumstances or the Covid threat level changes</li> <li>Pupils who are clinically extremely vulnerable and extremely vulnerable to be identified by SENCO. SENCO to arrange parental meetings and reintegration/home learning plans as required</li> </ul>	STE		As required
		STE		As required
		STE		As required
		AND		As required
Visitors and contractors bringing the virus into school	<ul style="list-style-type: none"> <li>Posters on all entrances reinforce the stay at home message if visitors have symptoms</li> <li>Where possible, meetings with external agencies or visitors should take place using MS Team or over the phone.</li> <li>NHS Track and Trace information available on Reception for visitors to check-in</li> <li>Risk assessments and procedures shared with permanent contractors, e.g. Sunbeams, Nviro and Caterlink</li> <li>Sunbeams, Cleaning and Catering staff invited to take part in asymptomatic testing programme</li> </ul>	STE All staff	Jan-22	Ongoing
		Office staff STE		Ongoing Ongoing
		STE		Ongoing
Staff or pupils are exposed to the virus during work related travel	<ul style="list-style-type: none"> <li>Staff and pupils are encouraged to walk or cycle to school where possible</li> <li>Where staff or pupils in Year 7 upwards must use public transport, face coverings are mandatory</li> <li>Face coverings are also mandatory for senior section pupils using the school minibuses</li> </ul>	All staff All staff	Jan-22	Ongoing
		All staff	Jan-22	
Some staff work in roles that could involve considerable face-to-face interactions with other adults and home visits	<ul style="list-style-type: none"> <li>Where possible, external meetings should take place virtually or over the phone.</li> <li>Additional mobile phones made available to support remote working</li> <li>Ensure that meeting rooms are well ventilated or hold the meetings in an outdoor confidential space</li> <li>Additional PPE to be made available in Medical Room for home visits</li> </ul>	All staff STE All staff		Ongoing Ongoing Ongoing
		ROW		Ongoing
Staff well-being has suffered during the pandemic	<ul style="list-style-type: none"> <li>Ensure good channels of communication are maintained with staff and parents through staff meetings, the Mayfield Messenger and E-Bulletin</li> <li>Signpost avenues of support to colleagues through the E-bulletin, e.g. Employee Assistance Programme</li> <li>Offer of individual discussions with staff who are concerned about their wellbeing</li> </ul>	JEA		Weekly
		JEA		Ongoing
		STE		Ongoing

### Manager Assessment Review

Review Date:	29 <sup>th</sup> May 2020	Review Date:	5 <sup>th</sup> June 2020	Review Date:	25 <sup>th</sup> June	Review Date:	17 <sup>th</sup> July
<b>Name/Job Title:</b>	Director of Business Operations	<b>Name/Job Title:</b>	Director of Business Operations	<b>Name/Job Title:</b>	Director of Business Operations	<b>Name/Job Title:</b>	Director of Business Operations with Andy Kill from PCC
<b>Signature:</b>	M. Stedman	<b>Signature:</b>	M. Stedman	<b>Signature:</b>	M Stedman	<b>Signature:</b>	M Stedman
<b>Review Date:</b>	<b>18th August 2020</b>	<b>Review Date:</b>	<b>8<sup>th</sup> September 2020</b>	<b>Review Date:</b>	<b>11<sup>th</sup> November 2020</b>	<b>Review Date:</b>	1 <sup>st</sup> January 2021

<b>Name/Job Title:</b>	Director of Business Operations	<b>Name/Job Title:</b>	Director of Business Operations	<b>Name/Job Title:</b>	Director of Business Operation	<b>Name/Job Title:</b>	Director of Business Operations
<b>Signature:</b>	M. Stedman						
<b>Review Date:</b>	25 <sup>th</sup> February 2021	<b>Review Date:</b>	11 <sup>th</sup> May 2021	<b>Review Date:</b>	1 <sup>st</sup> September 2021	<b>Review Date:</b>	29 <sup>th</sup> November 2021
<b>Name/Job Title:</b>	Director of Business Operations						
<b>Signature:</b>	M. Stedman						
<b>Review Date:</b>	4 <sup>th</sup> January 2022						
<b>Name/Job Title:</b>	Director of Business Operations						
<b>Signature:</b>	M. Stedman						

These arrangements will be checked through daily walks of the site by the Heads of School and Director of Business Operations. Members of the Governing Body also carry out half-termy unannounced compliance checks of these procedures. Staff must also report any instances of these controls not being followed to their Line Managers.

#### Links to Government Guidance:

[Actions for schools during the coronavirus outbreak - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe)

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>



# Mayfield School in Portsmouth

An update on the project we are delivering for your local community



Demolition Phase 4

Happy New Year. Apologies for the lack of a letter in December, we had staff shortages in the month.

To update we are just over halfway through phase 4 shown here.

As always if you have any questions, please get in touch.

## Appearance

We have completed the south wall brickwork and will be doing the new fencing soon.

The fence lines will come down once the paving and fence are complete.

## Environment

We were asked by a resident about the local foxes and we have discovered they are not living within the existing school and will not be harmed by the demolition. We have also had the roofs confirmed clear of bats prior to demolition.

## Safety

We carry out daily and weekly plant inspections, site monitoring and perimeter inspections. If you see anything you think is unsafe, please let us know.



## Project Programme

### Jan 2022 –

Demolition and final asbestos removal underway. Phase 6 due to commence which is the South Wing on Mayfield Road.

### Feb 2022 –

Demolition of South Wing. Demolition of remaining North Wing in half term when nursery building is vacant.

### Mar 2022 –

Demolition to East Wing and brick/concrete crushing operations begin.

# Mayfield School in Portsmouth

## Community

Over the Christmas period the site team helped to raise £15,261 from Kier, which went to 600 young homeless people at Christmas through the End Youth Homelessness Charity.

We also bought some of the 410 Christmas presents from the End Youth Homelessness Amazon wishlist, which meant some young homeless people had a gift to open on Christmas day.

## Workforce

The site was closed down over Christmas with operatives and subcontractors finishing up works and leaving site as tidy as possible for the break. There were no complaints or issues reported regarding the site during the closedown.

As operations recommence this month all operatives will be re-briefed on the site operating policies and their specific safe systems of work.



Main Hall Demolition

## Site opening hours

08:00 – 18:00 Monday – Friday

08:00 – 13:00 Saturday

Out of hours contact telephone number  
02083 085051 ref: 10005866

### Kier project office

Mayfield School, Mayfield Road,  
Portsmouth, PO2 0RH

### Kier local office

Turnpike House, Tollgate, Chandlers  
Ford, Southampton, SO53 3TG

## Keeping you informed

Visit [www.kier.co.uk/projects/Mayfield-school-Portsmouth/](http://www.kier.co.uk/projects/Mayfield-school-Portsmouth/) or scan the below QR code for more information about this project



## Get in touch

If you have any questions or concerns then please get in touch with  
[mayfieldschool.community@kier.co.uk](mailto:mayfieldschool.community@kier.co.uk)

## Thank you!

