

2<sup>nd</sup> June 2020

Dear Parents/Carers/Students,

We hope this letter finds you and your family well and that you have managed to take some time over the last week to spend some quality time with your family.

We are sure that many of you will have seen and read the updates from the Prime Minister and Government regarding the modification of the lockdown arrangements and the announcement of some face-to-face contact with their teachers for children in Years 10 and 12 from 15<sup>th</sup> June. This will be in addition to continuing to accommodate children of key workers and vulnerable students.

All of us want to get children back into school as soon as it is safe to do so. We do not want to see our classrooms empty for a day longer than necessary. However, in re-opening the school in a phased and gradual way, our first priority has to be the health and well-being of all students, staff and their families. We are currently completing a full and thorough risk assessment and exploring how a phased return can successfully be achieved. We know that you will understand that the safety of everyone in the school community is paramount.

The school has now started to put in place initial plans for students in years 10 and 12

Between Thursday 4<sup>th</sup> June and Friday 12<sup>th</sup> June, Year 10 and Year 12 students will receive a telephone call from each of their subject teachers. These calls will be learning conversations about what students have learned in each subject during the school closure so that we can offer support and plan for future teaching. Year 10s and 12s should start thinking now about what they have learned - it is important that they are honest. The calls will be made to parent phone numbers between 9am and 6pm and may often come from a withheld number so please do answer. If the school does not have your up-to-date phone number then please call and update us on 0208 590 5211, or by email to [admissions@mayfieldschool.net](mailto:admissions@mayfieldschool.net). If it is not a convenient time to speak, please arrange a different time with the teacher. It would be great if parents can join the conversation between teacher and student, perhaps by listening on speaker phone, so that teachers and parents can work together to support students.

Students and parents in all year groups can continue to discuss their learning with their teachers using email, Show My Homework and Microsoft Teams.

This Wednesday (3<sup>rd</sup> June) is a staff training day, therefore, teachers will not be available to respond to students or parents by email, Show My Homework or Microsoft Teams. Should you need to speak to someone urgently, we will be available on the school number 0208 590 5211.

Staff will resume setting work on SMHW this week. As we start the new half term and return to a more structured day, can we remind parents/carers and students of the Guidelines for students during enforced closure that can be found on our website (<https://mayfield-school.s3.amazonaws.com/uploads/document/Guideline-for-Students-during-forced-closure.pdf?t=1587288359?ts=1587288359>). It is important that students in all year groups have some structure to their day that includes studying, exercise and social time.

If you are still experiencing difficulty accessing SMHW at home, please contact Mr Mir ([mirr@mayfieldschool.net](mailto:mirr@mayfieldschool.net)).

We would like to thank you for your continued support in helping your child(ren) access the distance learning opportunities available.

We are continuing to make good progress with the process of allocating and ranking grades for Year 11, 12 and 13 students; these will be submitted to the exam boards later this month. We respectfully remind you that we are unable to discuss this process with you.

A level/AS results will be published on 13<sup>th</sup> August 2020 and GCSEs on 20<sup>th</sup> August 2020. We will give more details regarding Results Days as we get closer to the time.

We are continuing to develop transition work for our current Year 11 students that will prepare them for their Sixth Form studies and will contact students directly with this information. Given the uncertainty of when Year 11 will commence their Sixth Form studies and outcomes of exam grading, if we offer the appropriate pathway/qualification, we would strongly encourage Year 11 students to continue their education at Mayfield Sixth Form. If you have any questions regarding entry to the Sixth Form, please email Miss Sambhi ([sambih@mayfieldschool.net](mailto:sambih@mayfieldschool.net)).

We would like to welcome Miss O'Brien who has joined the Mayfield Community from 1<sup>st</sup> June as Faculty Leader of Modern Foreign Languages following Ms Gooden leaving to take a role in another school; we wish her well. Mr. Southgate has been appointed substantive Year Group Leader and will continue working with Year 10. Mr. D Smith has been appointed Year Group Leader for Year 7 following Mr. Dickson's departure for pastures new.

Miss Sually who has been a member of the Mayfield staff for many years as Subject Leader of Psychology has now left to begin a new journey. Mr. Cullen is now Subject Leader for Politics and Psychology.

Please be reassured that we continue to be committed to working with and supporting you all and ask that you email key staff with any requests of support or concerns.

Yours sincerely.

Allison Greenwood  
Co-Headteacher

Lynn Campbell  
Co-Headteacher