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Our ref: EA/RCY

5 January 2021

**Headteacher:** Mrs Emma Anderson  
**Chair of Governors:** Mr Steve Chew

Dear Parents/Carers

### **National Lockdown and School Closure**

You will be aware of the announcement made by the Prime Minister, Boris Johnson, last night about the need for a national lockdown that includes the closure of schools and the move to remote learning. At the time of writing, we are planning that this will continue to at least February half term and so we hope that schools will start to re-open around the 22 February. This will be confirmed nearer the time and is subject to change.

We had already planned for remote learning this week and so this is up and running from today.

### **Children of Critical Workers and Vulnerable Students**

We are open to a small number of students whose parents are critical workers and to those we feel are vulnerable and need a regular place in school to support their specific needs. Staff have been in contact with many of you already, but if you feel that your child needs a place in school, please contact the enquiries email: [enquiries@newfield.sheffield.sch.uk](mailto:enquiries@newfield.sheffield.sch.uk)

### **Free School Meals**

We are waiting for confirmation about how families eligible for free school meals will be supported. As soon as we have this information, we will contact you.

### **Remote Learning**

Please refer to the letter sent yesterday outlining the times of lessons for your child. These are important because live lessons and live support will follow these timings. Students should follow their usual school timetable each day.

Please find attached the guidance that students should follow each day. Show My Homework should always be the first place to start to see what has been set you may be directed to Microsoft Teams from there. Microsoft Teams will be used by many teachers and subjects to deliver live lessons and live support. Staff will also use it to store pre-recorded lessons and resources.

It is important that you can access both Show My Homework and Microsoft Teams. A brief video has been uploaded to Show My Homework about accessing Teams.

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Education is as vital as it has ever been. Teachers are working hard to provide quality resources to support learning at home. Students should be completing all work set following the instructions on Show My Homework. The lessons are designed to be about 45 mins long.

You can access Microsoft Teams using a web browser by visiting [www.office.com](http://www.office.com). Students sign in with their Microsoft Office 365 username and password (this is the same as the username and password they use to sign in to the computers at Newfield School). Once signed in and if using a mobile device, tap the Teams icon  to access Microsoft Teams (this can be downloaded from the app store).

If your child cannot access either Show My Homework or Microsoft Teams please email [enquiries@newfield.sheffield.sch.uk](mailto:enquiries@newfield.sheffield.sch.uk)

### **Safeguarding**

Please refer to the safeguarding information sent out yesterday if your child or a family member is struggling. This also has details of how to contact us in school as well as signposting to other services that you can access. Our dedicated safeguarding line is monitored during the day and the out of hour's number is: 07384398181.

### **GCSE and Vocational Examinations**

During his announcement, the Prime Minister said that GCSE examinations would not go ahead as planned. We are waiting for further details about what this means for our Year 11 students and for those following vocational courses in Year 11 and Year 10. Whatever system is developed for awarding grades this year, there will be a need to provide evidence. It is important then that our Year 11 students particularly, try not to worry and not feel despondent but continue to complete the work set by their teachers. As soon as we know more about assessment methods, we will be in contact with you.

Finally, I would like to thank you for your support and patience. I do not under-estimate the enormous pressure this lockdown and school closure places on you and your loved ones. Please do keep in touch with us and let us know if there is any further support you need.

My best wishes to you all. Stay safe and well.

Yours faithfully



**Emma Anderson**  
**Headteacher**