

# Toynbee School

a specialist humanities school

## Headteacher Weekly Newsletter

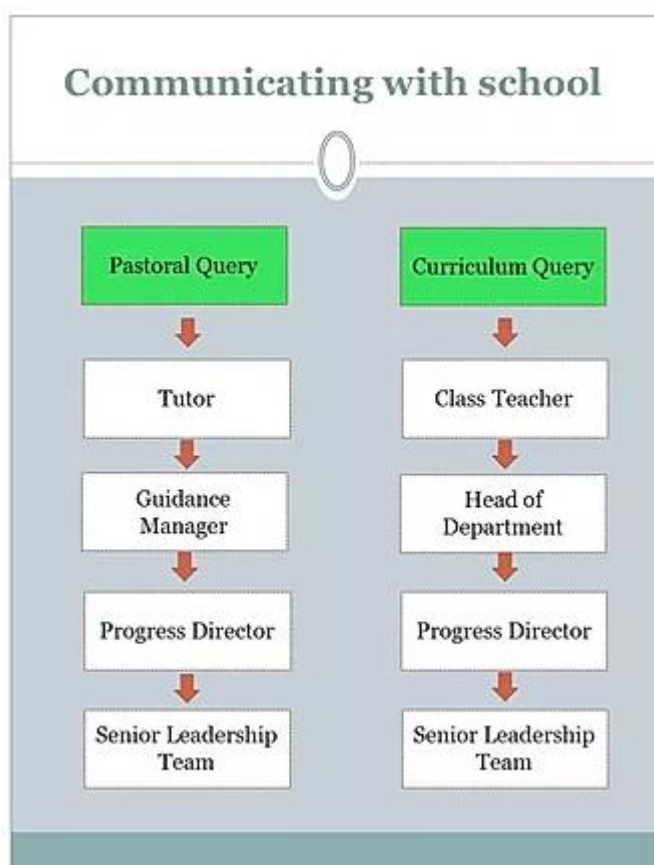
Week 19

Dear Parents/Carers

### School Communication Procedure

We want our parents, to feel well informed about school events and know who and how to contact someone about their child if needed. To help our parents, we use a variety of communication channels. However, we would like parents to be aware that Toynbee School respects the privacy and work/life balance of its staff. We do not expect our staff to check or respond to email when they are not at work, weekends or during holidays. Teaching staff will prioritise teaching activities and we cannot guarantee your email will be read the same day you send it. Office staff emails will only be read on working days and **if an email has been sent after 4.00pm on any working day, then it will most likely be processed the following working day.**

In the first instance, please follow the procedure below if you wish to speak to a member of staff. Thank you in advance for your co-operation.





Public Health  
England

Wuhan Novel Coronavirus

## If you have been to Wuhan, China, in the last 14 days ...

Stay indoors and  
avoid contact  
with others



Contact  
NHS 111  
for advice



Please follow this advice even if you  
do not have symptoms of the virus



Do not go to work,  
school or public areas



Avoid visitors in  
your home



Avoid using public  
transport or taxis



### Symptoms to look out for:



Cough



Runny  
nose



Sore  
throat



Fever



Difficulty  
breathing

Visit [NHS.UK](https://www.nhs.uk) for more information

## **Road Safety**

We are keen to ensure the safety of our pupils whilst they are on their way to and from school. Please may I ask for your support in reinforcing the importance of cycle helmets if cycling to school and road safety and awareness whilst walking and cycling to and from school and on the school site.

## **Medical Appointments**

If your child has a medical appointment during school hours, please telephone the absence line (**line 1**) or email beforehand with the date and time of the appointment. Please understand that if we have not been notified of an appointment in advance, we cannot allow a pupil to leave the school premises until a parent/guardian has been contacted. When collecting your child for an appointment, please ensure you come into the school reception to collect your child.

## **Equipment in Lessons**

Please can all students make sure that they come to school equipped for learning. They need to bring a pen, pencil, ruler etc. It is also important that they bring a calculator to school too!

## **Music Lessons**

A reminder was sent via email this week about outstanding balances. Parents should receive an email at the beginning of the academic year (for year 7s), and in the summer (for years 8-11) confirming what their child has been enrolled to, and the cost.

Our preference is for payment to be made online either termly, or for the year in advance, via SCOPAY (<https://www.scopay.com/toynbee>), following these instructions:

- Select the payment tile and add the amount you would like to pay.
- Click on the add to basket tile
- Go to your basket to pay

Alternatively, a cheque (made payable to: The Toynbee School), or cash can be brought in for the attention of Mrs Thompson making sure your child's name, tutor group and instrument are written on the back of the cheque.

Any queries – please contact Mrs Thompson ([h.thompson@toynbee.hants.sch.uk](mailto:h.thompson@toynbee.hants.sch.uk))

You will be able to see a history of online payments made by clicking 'Your info' and then 'Payment History' on SCOPAY.

## **Dates for your Diary:**

5 February – PDL (2)

13 February - KS3 Music Showcase (19.00 in the Theatre)

16 – 21 February – Year 11 Berlin Trip

17 - 21 February – HALF TERM

Have a lovely weekend.

Regards

**Mr Matthew Longden**  
**Headteacher**





A photograph of children in a forest setting. One child is using a stick to stir something in a small metal bowl on the ground. Other children are visible in the background, some looking at the camera. The ground is covered with dry leaves and twigs.

**February Half Term Holiday Club**

**@ Itchen Valley Country Park**

**4 - 11 year olds**

**Monday - Friday 8.30 - 4pm (Late pick up 5.30pm)**

**ONLINE BOOKING NOW OPEN**

**Forest School themed holiday club, children will spend all day outside exploring and enjoying the natural world.**

**Call 01794 525510**

**[www.youthoptions.co.uk](http://www.youthoptions.co.uk)**



## February Half Term @ Itchen Valley Country Park

### February Half Term Holiday Club

An Ofsted registered holiday club based in the woodlands for children aged 4\* - 11. Indoor space is available during extreme weather.

Monday 17 February - Friday 21 February

Drop off 8.30 - 9am

Pick up 3.30 - 4pm

Late pick up 5.30pm

\* 4 year olds must be in reception year at primary school

### Woodland Stories

A woodland group for parents and 2+ year olds with activities, crafts and games themed to a book.

Wednesday 19 February 10 - 11.30am £6

Thursday 20 February 10 - 11.30am £6

### Junior Forest School

A woodland group for 5 - 10 years olds with their families (younger siblings welcome). Activities on a theme and will include a campfire.

Wednesday 19 February 1.30 - 3.30pm £8

Thursday 20 February 1.30 - 3.30pm £8

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