

30 June 2026

Dear Parents and Carers

Re. Reminder about the City of Portsmouth College Taster Day, Friday, 3 July

All Year 10 students will be out of school on Friday, 3 July to attend a taster day at City of Portsmouth College. They will arrive at their chosen campus between 9:00 and 9:15 to register and depart at 13:00.

Timetables

If your child has not yet received a timetable for the day, these can be collected from the Year Office. The college worked hard to respond to requests and 97% of students received their first choice. If your child is not happy with the allocation, the advice is to arrive at their chosen campus a little early, about 8:50, and to ask if changes can be made on the morning.

Dress

The majority of students can wear home clothes, similar to what they would wear for a non-uniform day at school. The college advises that high-value clothing is not worn, as it is a working day.

- Students at **North Harbour campus (trades courses) must not wear shorts or flip flops. They are expected to wear trousers and appropriate footwear** (trainers as a minimum).
- Students at Highbury and Sixth Form who have opted for subjects that require movement, such as the elite sports courses or uniformed services, should make sure they are in clothes suitable for sport and are wearing trainers. Students who have opted for subjects such as hairdressing should make sure that their clothes are not restrictive.

Food and drink

The college will provide a snack, with crisps, biscuits, fruit and water available at the break. The canteen will be open (card payment only). We advise that your child carries a refillable water bottle.

Safety and behaviour

It is important that your child signs in with Springfield staff in the cafe area on arrival at the college.

If your child is unwell on the day, please notify Springfield Attendance as usual, so that we know not to expect them on site.

If your child is unwell or needs first aid, they should find a member of Springfield staff or speak to the COPC staff supervising them.

In the briefing assembly given by the college, City of Portsmouth made it clear to Year 10 students that they aim to treat them as young adults. It is important that the young people engage respectfully with the sessions, so that all present can benefit.

We expect at least one other school to be in attendance.

Springfield School
Central Road, Drayton, Portsmouth, PO6 1QY

Headteacher Ms S F Spivey BSc, MA

Tel (023) 9237 9119

Email contact@springfield.uk.net

Web www.springfield.uk.net

Twitter @SpfldUK

At the end, your young person is asked to leave the campus promptly, as Springfield staff will need to return to school to teach the final lesson of the day.

Support and staffing

Springfield staff will be on each campus. **There will always be one member of staff in the cafe area**, whilst others will circulate taster sessions.

The staff in charge on each campus are:

Sixth Form Campus - Miss Woolgar, Head of Achievement for Year 10

Highbury Campus - Ms Burden, Lead for Aspiration and Enterprise

North Harbour Campus - Miss Finch, Pastoral Manager for Year 10

City of Portsmouth College staff will be wearing lanyards and will be happy to help with directions and to signpost to support.

College taster days are exciting but we recognise that some young people can find them overwhelming. Your child is encouraged to find us if he or she needs time in a quieter space.

We hope that your child enjoys the taster day and finds it a useful experience.

Best wishes

A handwritten signature in black ink, reading 'Laura Burden'. The signature is written in a cursive style with a long, sweeping underline.

Laura Burden
Lead for Aspiration and Enterprise