

Year 7 Guidance for September 2020

Welcome to DHSG! As things are going to operate a little differently when Year 7 students join us next week, we have updated the information for students on what they need to do when they come into school. We would be grateful if you would take the time to go through this guidance with your child before the first day of term.

We are planning a full induction day for Year 7 students and only Year 7 and Year 12 will be onsite on Monday 7th September. Year 7 will be with their form tutor all day who will help them to settle in.

Uniform and Equipment

- Full school uniform should be worn from the start of term. The exception is that on the day that a student has a PE lesson they must wear their DHSG PE kit to school to avoid the need to change; which may include their optional black hooded warm-up top and black leggings or black tracksuit bottoms and a waterproof coat to ensure they stay safe and warm on the journey to school (They are permitted to wear their school jumper and a pair of dark coloured leggings if they do not have these optional items).
- In order to minimise the sharing of resources, students must bring in their own pencil cases.
- Please ensure that any uniform and resources brought into school are clearly identifiable/ labelled.
- Students will not have access to water dispensers so will need to bring water with them.
- Students will need to bring in a face covering and a plastic bag to place the face covering in.
- Hand sanitiser is available in all areas but students may wish to bring in their own.

Arriving at school

- School will open at 8.30am, so students should not come on to the school site until that time. Year 7 students will need to come in via the Upper Lyndhurst Road gate – this is the gate at the back of the school. They must then go to their form room which will be in the MFL block. The maps attached are colour coded by year group to show where the Year 7 classrooms are located. There will be staff around to help direct students.
- When in communal areas, students are expected to wear face coverings unless they have a legitimate reason not to do so. Communal areas are corridors, main reception, first aid and toilets.
- Students need to socially distance from others at all times and refrain from close contact such as hugging.
- When students enter the MFL block, they must ensure that they either wash their hands or use the hand sanitiser which is available in every room. They should sanitise their hands whenever they go in or out of a classroom.

Access

- Please note that there is a one-way system in place in the school buildings. In the MFL block students will access via the main door (this is the one that has the steps and ramp) and exit via the fire door.

Touching Door Handles

- Please avoid touching door handles. Doors will be left open where possible.

Use of Classrooms

- Rooms 21, 22, 23 and 24 will be used for teaching Year 7 and as their form rooms. Year 7 students will move between these rooms for lessons as required. CR1 in the main building has been allocated as a computer room for Year 7.
- Windows in classrooms will be open to allow good ventilation into the rooms. Students must maintain social distancing all times and if they need to pass each other, they should face away from each other. Students should refrain from close contact such as hugging each other but are permitted to sit side by side at classroom tables.
- Students may enter a classroom before the teacher arrives, apart from specialist rooms such as Science labs. Student should remove their face covering and place in their plastic bag, and then sanitise their hands.
- Students should fill the classrooms up from the back row first, and then each row moving forwards.
- When students leave, those in the front row should leave first, then a row at a time. They should place their face covering on and sanitise their hands before leaving the classroom.

Use of Toilets

- Face coverings should be worn in toilet areas.
- Signage has been put up to advise students to stand back and allow others to exit the toilet before they go in.
- Year 7 students can use the toilet in the MFL block and the outside toilets nearby opposite the Maths block. Form tutors will show students where these are located.
- Students may go to the toilet during lessons to ease usage at break and lunchtime.
- Students should leave the toilet door slightly ajar when they leave so that others know that it is vacant.

Catering Provision

- Currently there will be no catering provided before school or at break time but we hope that at some point in the future that we will be able to reinstate these. Therefore, students will need to bring in their own snacks and drinks for morning break time.
- There are currently two options for food at lunchtime, students may bring in their own packed lunch or order a grab bag from our catering facility. This can be done via the school website www.dhsg.co.uk. Please visit the parents/carers page and go to the catering section where the menu options and order form are located. There is a three-week menu choice and you will need to order at least one day in advance. There are 4 options of grab bags at a cost of £2.30 which are standard, gluten free, vegetarian and vegan. The cost of the grab bags will be deducted automatically from your child's catering account.
- If students have pre-ordered a grab bag for lunch provided by school catering, it will be delivered to them in their form room.
- The lunch break is 1.35pm to 2.35pm. From 1.35pm to 2pm, Year 7 students can go onto the school field for some fresh air, but must use Zone A of the field (the field has been marked out with zone letters). Please enter and exit Zone A from the path beside the Drama hut.
- There will be a warning bell at 2pm which means that students need to vacate the field and return to their form room. There is another bell at 2.05pm by which time students should be back in their form room. Students must not leave their form room between 2.05pm and 2.30pm unless they need to visit the toilet.

Leaving School

- At the end of the school day, Year 7 students must leave the school site via the Upper Lyndhurst Road gate by 3.45pm.
- If a student's transport is later than this, they can wait in the main school hall until 4.15pm. Students should enter the main school building via the entrance at the front and walk straight ahead into the hall. The hall will be set up with different zones for each year group to facilitate social distancing. Staff will be present to supervise students.

We are really looking forward to meeting our new Year 7 students next week.