

Dear Parents

Return to DSTC 23rd November 2020

Following the school closure due to the incidence of COVID-19 and the rise of cases in the Dartford area, the staff have been working hard to review our COVID-19 working practices and wanted to inform you of some changes that we are implementing from Monday 23rd November to keep both students and staff safe. The overarching aim is to safeguard the whole community by decreasing the size of bubbles and reducing movement by all during the day to avoid the potential for any cross contamination. We continue to take advice from both the Government and Public Health England on incidents of positive cases.

Arrival:

- Students must wear a mask as they enter the site
- Arrival times have not changed from the start of September - a reminder is in the illustration below.

Canteen:

- Students will be required to wear masks to buy food in the canteen, taking them off only if seated and eating - as in a restaurant.
- Biometrics will NOT be in use. Students will give names to Canteen staff - aided by all students being given identity cards. This is likely to slow service down, so I would recommend that your daughter/son brings a packed lunch with them if at all possible. (This does not include students who claim free school meals).
- Years 7, 8, 9 currently are still unable to purchase food during break time.

Masks:

- Are compulsory for all students and staff, as they enter the site, in the corridors and in the Canteen. Please ensure your daughter/son has a spare mask and a ziplock plastic bag to carry these when not in use. The only exception to this is for students who have a Health Care Plan that says they cannot wear a mask for medical reasons. This will be pre-arranged with their Pastoral Leader. Please contact the relevant Pastoral Leader for more information about this should you need to:
 - Mrs Harrison - Years 7/8 - yvonne.harrison@dstc.kent.sch.uk
 - Mrs Sutton - Years 9/10 - lorna.sutton@dstc.kent.sch.uk
 - Mrs Harvey - Years 11/12/13 - esther.harvey@dstc.kent.sch.uk

2 metres:

- To ensure that teaching staff do not have to be isolated as part of a group 'bubble', students need to keep at least 2m away from them, including in the corridors. Students need to increase their awareness of this - please discuss with your child. Lockers in the science area have been taken out to widen this corridor as Science rooms are the only ones students cannot enter without a teacher present.
- One way systems should be followed at **all** times, especially in relation to the use of stairs to avoid any 2 way movement.
- In classrooms, a 2m 'exclusion zone' is being created at the front of the classroom, defined with tape markings on the floor. This is to remind both students and staff about keeping their distance from each other.

Groups:

- Students are being asked to limit the number of friends they are in close contact with to enable a more targeted 'track and trace' to go ahead should there be another COVID-19 case. We are not saying students cannot see their friends, only that they are keenly aware of who they have been next to etc for a period of time. Students should limit their friendship groups and not gather in groups of over 6 students.

Lessons:

- To decrease the possibility of cross contamination between bubbles, Key Stage 3 students will have **all** their lessons based in A Block, with the exception of PE/Dance.
- All students must sanitise hands before or on entry to a room. More sanitiser dispensers have been put up in the corridors.
- On a day when students have PE or Dance, please remember they should come to school in DSTC sports kit on these days.

Timetable changes:

- We are moving to a two week timetable to decrease the number of classroom movements both students and teachers have to make. The day will be split into 3 lessons, 2x2 hour lessons in the morning and 1x1 hour lesson in the afternoon. This will be discussed with your child on their return to school. Overall contact time for each subject will not change over the two weeks, but will be taught in larger blocks of time. The current period 5 remains as per current timetable and becomes lesson 3.
- - Periods 1 and 2 become Lesson 1 and will have an added 20 minutes break within the session.
 - Periods 3 and 4 will become Lesson 2.
 - Week 1: will be the current period 1 lesson for 2 hours followed by period 3 lesson for 2 hours
 - Week 2: will be the current period 2 lesson for 2 hours followed by period 4 lesson for 2 hours

We will return on 23rd November to a week 1 timetable. Please see overview below for further details:

	Arrival	P1	Break	P2	Lunch and Tutor	P3	Dismissal	Toilet*
Year 7	08.30 Sports quad gates	08.40 -11.00	9.40-10.00 Sports quad	11.00- 12.45	12.45-13.00 Canteen 13.00-13.25 Quad 13.25-14.00 Tutor	14.00- 14.45	14.45 Sports quad gates	Event toilets near sports hall
Year 8	08.40 Sports quad gates	08.40- 11.00	10.10-10.30 Sports quad	11.00- 13.00	13.00-13.15 Canteen 13.15-13.30 Quad 13.30-14.00 Tutor	14.00- 14.55	14.55 Sports quad gates	Event toilets near sports hall
Year 9	08.50 Sports quad gates	08.40- 11.00	09.30-9.50 Tennis courts	11.00- 13.00	13.00- 13.15 Quad 13.15-13.35 Canteen 13.35 - 14.00 Tutor	14.00- 15.05	15.05 Sports quad gates	Sports hall
Year 10	08.35 Student entrance	08.40- 11.00	10.00-10.20 Kiosk area via Canteen	11.00- 13.00	13.00-13.30 Kiosk 13.30-14.00 Tutor	14.00- 14.50	14.50 Student entrance	Science
Year 11	08.45 Student entrance	08.40- 11.00	09.30-09.50 Between A&B blocks/Cante en	11.00- 13.00	13.00-13.30 Tutor 13.30-14.00 Canteen	14.00- 15.00	15.00 Student entrance	Humanities /Art
Post 16	08.30-08.40* Reception	08.40- 11.00	10.40-11.00 Front grass area	11.00- 13.00	13.00-13.30 Tutor 13.30-14.00 Kiosk	14.00- 15.10	15.10 Reception	Technolog y

* Post 16 students are allowed to arrive for their first lesson of the day, and then leave after their last lesson.

Free School Meals:

If you believe you meet any of the criteria below, you are able to claim Free School Meals for your daughter. DSTC will also get an amount of money to support their education. Applying is really easy - our Pastoral Leaders are happy to support you.

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for four weeks after you stop qualifying for Working Tax Credit

Online application form: <https://www.cloudforedu.org.uk/ofsm/kent/>

Sanitisation stations:

- Continue to be in place. Students should sanitise their hands on arrival at a new classroom and wipe their desk down if they do move rooms.

Coats/wet break:

- We continue to expect students to be going outside every day at break and lunchtime in order to get a change of scenery, fresh air and easy access to their toilets. If the weather is poor we will have a 'wet break/lunch' protocol which is outlined below.

Wet break and lunch arrangements

- Year 7 - Stay in tutor rooms
- Year 8 - Hall
- Year 9 - Sports Hall
- Year 10 - Innovations/ Kiosk sheltered area
- Year 11 - Canteen
- Post 16- IE and B009

Other changes:

- Staff will be wearing face shields when teaching.
- Assemblies will be virtual or pre-recorded and students will view these in Tutor Rooms
- Windows and doors will continue to be open wherever possible to allow a flow of air. If it becomes cold, students and staff will be allowed to wear coats. This will be at the teacher's discretion.

I would like to ask for your support in discussing the contents of this letter at home. These changes, whilst necessary at the moment, will not be forever: just for the foreseeable future. In light of COVID-19, we have also amended our Home School Agreement. Please find a copy attached.



Mrs Anne Davis
Principal

