

# **Behaviour Policy Addendum - Covid-19**

Created: June 2020 (Updated August 2020)

Date for Review: September 2020

Lead Officer: Deputy Head Teacher (Behaviour)

Relevant DFE Guidance Documentation:

[Actions for education and childcare settings to prepare for wider opening from 1 June 2020 \(updated 1 June 2020\)](#)

[Coronavirus \(COVID-19\): implementing protective measures in education and childcare settings \(updated 1 June 2020\)](#)

[Coronavirus \(COVID-19\): transport & travel guidance \(updated 12 May 2020\)](#)

[Staying alert and safe \(social distancing\) \(updated 31 May 2020\)](#)

[Mental health & behaviour in schools \(November 2018\)](#)

[Actions for schools during the coronavirus outbreak \(updated 3 June 2020\)](#)

[Guidance for full opening: schools \(updated 7 August 2020\)](#)

[Face coverings in education 26 August](#)

## **Rationale**

In view of the current government guidance in relation to lockdown procedures affecting schools, this policy has been updated to reflect the changes required to ensure the health and safety of all members of the school community.

**This update should be seen in addition to the existing school Behaviour policy.**

There is a need for children to behave differently when they return to school and as such there will be a new system in place to support this. These changes will be communicated to students, parents and staff.

## **Altered routines for arrival and departure**

[Transport to and From School](#)

- The responsibility for students staying safe and maintaining social distancing whilst travelling to and from school rests solely with the parent/carer.
- On 4 June 2020 Grant Shapps (Secretary of State for Transport) announced that Wearing face coverings will be compulsory on public transport in England from 15 June. All students travelling to school on public transport must ensure that they adhere to this. Responsibility for this rests solely on the parent/carer.
- Government advice is that: ‘Parents and children and young people should be encouraged to walk or cycle where possible, and avoid public transport at peak times.’
- Government advice is that: ‘Social distancing applies to children as well as adults. Children should keep their distance from others who are not in their household, where possible. Public Health England recommends keeping a 2 metre distance from others. If this isn’t possible children should avoid physical contact, face away from others, and keep the time spent near others as short as possible.’

### Site Access

- From Monday 7 September, the school site will fully open. Each year group has been allocated a year-based zone and outdoor space in the school; these are regularly referred to as Bubbles in the press and by the DfE. Students are asked to stay in their Zone during Tutor Time, Break and Lunch and must try not to go into other year group zones. Each Zone has its own Pastoral Base or Hub; these will be run by the Head of Year and Assistant Head of Year and they will be supported by other members of staff.
- Year groups will have different start and end times for the day in order to facilitate social distancing and minimise risk.
- Students and staff will not be allowed to wander around the school site. Students will also have allocated zones during lessons and break and must adhere to these restrictions.
- To reduce the impact of the Covid-19 virus, parents are asked not to visit the school site.

### Arrival at School

- Students should only arrive through the designated entrance gate for their zone:

<b>Year Group</b>	<b>Start time</b>	<b>Outdoor Space</b>	<b>End time</b>
<b>Yr7</b>	8.45 arrive at school at 8.40 using the main drive	New 3G	15.00 leave using the main drive
<b>Yr8</b>	9.00 arrive at school at 8.55 using the Eco gate	Cricket Pitch	15.15 leave using the Eco gate

<b>Yr9</b>	8.45 arrive at school at 8.40 using the Eco gate*	Tennis Courts	15.00 leave using the Eco gate*
<b>Yr10</b>	9.00 arrive at school at 8.55 using the main drive	Old 3G	15.15 leave using the main drive
<b>Yr11</b>	8.45 arrive at school at 8.40 using the Caretaker's gate	Areas in front of the Galley and Roundabout	15.00 leave using the main drive
<b>Yr12 &amp; Yr13</b>	8.45 arrive at school at 8.40 using the main drive	Sixth Form Area	15.00 leave using the main drive or Caretaker's gate

\*Four Year 9 groups are based in the Huts by the Sixth Form Area – these students may enter the site using the Caretaker's gate.

- Students must arrive punctually (no more than 10 minutes before their allocated arrival time)
- On arrival students must go directly to their tutor base (if they have tutorial at the start of the day – years 7, 9, 11 and Post 16) or to their lesson 1 classroom (if they have their tutorial at the end of the day – years 8 & 10)
- Students are expected to follow these instructions in order to keep all members of our school and the wider community safe.
- If late, the student should report immediately to the pastoral office in their designated zone.

### Departure from School

- Students are expected to leave school via their designated gate, at their designated time; they must not wander around the school site and will be expected to leave the school site as soon as possible.
- Students who have a later pick up must wait outside the front school gates for collection and not on the school site.

## **School instructions on hygiene**

- Staff and Students are expected to use hand sanitiser upon arrival to and from an area/classroom – this is also expected at the end of break and lunch. This follows government

guidelines and all are expected to follow suit. Anti-bacterial gel dispensers are available outside every classroom as well as wipes.

- Students will be encouraged to wash hands on a regular basis.
- Students will be expected to follow the government guidelines on social distancing at all times.

## Face Coverings

- Students travelling to and from school via public transport or school transport will be expected to wear a face covering and follow all appropriate hygiene measures required by the respective companies.
- Students and Staff are requested to bring their own face coverings to school as they would for use on public transport, shops, and wider society. If any individual forgets to bring a face covering to school, a disposable mask will be provided.
- Students and Staff will be expected to wear a face covering in corridors and any communal areas where social distancing outside of the year group bubble is impossible.
- Students are expected to wear a face covering as soon as they enter the school gates on arrival at school up until the time that they enter their tutor room or classroom.
- Face coverings do not need to be worn:
  - By any member of staff or student who is exempt.
  - By students or teachers in the classroom or during lessons, but both are still free to do so if they wish.
  - Whilst eating and drinking at break and lunch times.
  - Whilst students are mixing with **only their own year group bubble outside during breaks and lunch.**

## Expectations whilst in zones

### Who Students Can Socialise With at School

- Students will be expected to remain in their designated classroom and at their designated desk while in a lesson.
- Students will be expected to remain in their designated outdoor space or tutor room during break and lunch times.
- Students must remain in these designated areas (observing social distancing at all times) and are not permitted to socialise with students from other zones whilst on the school site.

- Students are expected to follow these instructions in order to keep all members of our school community and the wider community safe.

#### Moving Around the School (the one-way system)

- The school one way system must be obeyed at all times when it is in operation (this applies to all members of the school community).

#### Rules About Sharing Equipment or Other Items

- Students are expected to bring the required equipment for use in lessons. They are not permitted to share any equipment with another student.
- Students are expected to bring in their own food and drink for the time that they are in school. These must not be shared with another student.
- The school water fountains will not be in use during the school day.

#### Use of Toilets

- Social distancing must be observed at all times when using the toilet areas.

#### Expectations About Sneezing, Coughing, Tissues and Disposal ('catch it, bin it, kill it' and avoiding touching the mouth, nose and eyes with hands)

- This is a difficult time for everyone and we understand that students, staff and parents have different experiences during this time. As such, everyone is expected to behave courteously with and to each other.
- Students and staff may sneeze and cough at times. This does not necessarily mean they are ill. However, they may be advised to visit first aid, who will be able to make a decision.
- Students are not expected to react negatively when another student says they are ill in any way.
- All tissues (or equivalent) are expected to be thrown in school bins to ensure the safe disposal of such items.

#### Rules About Coughing or Spitting at or Towards Any Other Person

- The school will not tolerate any member of the school (or wider community) deliberately coughing, sneezing or making harmful comments or actions.
- The school has the final say on whether the action is deliberate or not.

### Students Informing an Adult If They Are Experiencing Symptoms of Coronavirus

- If a student feels they are experiencing symptoms of coronavirus, they should inform an adult as soon as possible and go to First Aid.
- First Aid will carry out a medical assessment and make a decision.
  - If a student needs to be sent home, they will be placed in an Isolation Area within the school site and monitored until taken home. This is to ensure that not only is the student safe but also the wider community.
  - All parents, when sending their child into school, are expected to respond to school calls as soon as possible, and arrange to collect their child and will be asked to follow guidance in such cases.
  - If First Aid has medical concerns regarding a child attending the school, they will contact the family. As with the above scenario, all parents, when sending their child into school, are expected to respond to school calls as soon as possible, and arrange to collect their child and will be asked to follow guidance in such cases.

## **Rewards and sanctions system where appropriate**

### Rewards

- The rewards system will continue unchanged.

### Sanctions

- Following social distancing rules will mean that different sanctions will apply.
- After school homework and red card detentions will not be issued as a result.
- The Head of Year may choose to apply sanctions that involves the removal of privileges and/or a student being required to work in isolation within their year group pastoral hub.
- If the behaviour is to such an extent that a form of exclusion is required, the school will use the existing behaviour procedures for this.

### Reasonable Adjustments That Need to Be Made for Students with More Challenging Behaviour

- As with the existing behaviour policy, reasonable adjustments will be made for students with more complex needs. These reasonable adjustments will be discussed with parents.
- However, even with these reasonable adjustments, if the student places a risk to the health and safety of the school, the school will need to ask the parent to collect their child from school at the earliest opportunity.

- If the behaviour is to such an extent that a form of exclusion is required, the school will use the existing behaviour procedures for this.

## **To summarise:**

**We ask all member of our community to work with each other during this time.**

- If a student or member of the community does not follow these expectations, action will need to be taken to ensure the safety of the school community.
- There may be many reasons as to why a behaviour occurs but the safety of the school remains paramount at all times.
- The school may have to ask parents to collect their child as soon as possible, if the school believes that its health and safety is put at risk.