

Behaviour policy: Coronavirus addendum

GORDANO SCHOOL



Approved by:	LGB	Date: 13 th July 2020
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Last reviewed on:	13 th July 2020
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1. Context

This addendum applies until further notice.

It sets out changes and exceptions to our normal behaviour policy. Pupils, parents and staff should continue to follow our normal behaviour policy with respect to anything not covered in this addendum.

We may need to amend or add to this addendum as circumstances or official guidance changes. We will communicate any changes to staff, parents and pupils.

2. Expectations for pupils in school

2.1 New rules

When pupils are on their way to and from school, and in school, we expect them to follow all of the rules set out below to keep themselves and the rest of the school community safe.

Staff will be familiar with these rules and will make sure they are followed consistently.

Parents/Carers should also read the rules and ensure that their children follow the new procedures that have been put in place. Parents/Carers should contact their child's Head of Year/House if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them to integrate back into school life.

Rules are as follows:

- Pupils will remain in year group bubbles until further notice.
- Pupils must arrive in school in good time, ready to start tutor time/lessons at the times indicated on the information sent out before the restart in September.
- Pupils must go to their tutor time/lessons as indicated on their timetable. Pupils must not go into any other classroom unless indicated to do so on their timetable.
- Pupils will be given an indoor and outdoor space based on their year group. Pupils will use these areas only and no others at break and lunch, unless otherwise instructed to do so.
- Pupils must follow a strict one-way system around site – keeping themselves and others safe and reducing the risk of transmission.
- Pupils must wash their hands in accordance with the guidance before and after eating, and at other times instructed by staff.
- Pupils must follow the advice when it comes to sneezing, coughing, tissues and disposal - '**catch it, bin it, kill it**' and avoiding touching their mouth, nose and eyes with hands
- Pupils must tell an adult if they are experiencing symptoms of coronavirus – high temperature, coughing, headaches, loss of smell or taste etc
- Pupils must not share any school equipment and when in rooms such as IT rooms or Design and Technology rooms, students must not use other students' equipment – computer, workbench, tools, etc.

- Pupils must only use toilets designated for their year bubble
- Pupils must not sneeze, cough or spit towards another person
- Pupils must leave site at the designated time for their year group bubble and must not wait for friends in different year group bubbles.
- Pupils must adhere to strict social distancing when going to and from school in order that they keep themselves and the community safe from risk of transmission or spread of the virus.

Failure to comply/follow these rules will result in a sanction. The sanction will be significant where breaking the rules puts another person directly at risk. Sanctions are outlined in the next section.

2.2 Rewards and sanctions for following/not following rules

To help encourage pupils to follow the above rules, we will:

- Apply the rewards system in the same way we always would.
- Ensure positive communication home when students show the responsibility of adhering to the rules.
- Award tokens for the termly and end of year prizes accordingly

However, if pupils fail to follow these rules, we will:

- Give verbal warnings
- Apply the A0, A2 and A3 protocols as we would normally, which may result in an Exit, internal (Focus) or external exclusion
- Make calls home as necessary
- Discuss any non-compliance or breaking of rules if the concern is not clear-cut.

2.3 Changed rules

Until further notice, we will alter the following school rules:

- Expectations for attendance – the latest government guidance outlines that attendance will be mandatory from September. We will be reverting to our normal expectations for attendance as outlined in our Attendance policy.
- Expectations for uniform – the government is encouraging schools to revert to normal policy on school uniform from September. We will not expect all to have their blazers as we are aware of delays in the delivery of blazers, but all other uniform expectations will apply and students and staff will follow normal school rules on uniform as set out in our behaviour policy. If pupils cannot wear their full uniform, parents/carers should contact their child's Head of Year/House. Where parents/carers are experiencing financial pressures, please contact your child's Head of Year/House and we will support where we can
- Expectations around school site – due to year group bubbles, pupils will be following a one-way system until further notice. Pupils will also be given a designated indoor and outdoor space. Students are not permitted to go to other year group bubbles. Normal school sanctions will apply as outlined above. In respect of entering a non-designated year group bubble, this may result in a serious sanction due to the level of risk this poses for the students and for others.
- Expectations around eating – we will be changing our expectations on designated eating areas due to restrictions on movement and year group bubbles. Student will be permitted to eat in the indoor and outdoor area for their bubble.

3. Expectations for pupils at home

3.1 Remote learning rules

If pupils are not in school, we expect them to follow all of the rules set out below.

Parents/Carers should also read the rules and ensure their children follow them. Parents/Carers should contact their child's Head of Year/House if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them with their learning as best we can.

During remote learning, we expect:

- Pupils to be contactable during required times, mainly school hours. Where this is not possible, Parents/Carers should contact their child's teacher (subject related), or the Head of Year/House for any other general concerns related to remote learning.
- Completed work to the deadline set by teachers
- Pupils to seek help if they need it, from teachers or the Inclusion Team – this includes any pupil where SEND may be a barrier to learning in order that reasonable adjustments can be made where necessary.
- Pupils or Parents/Carers to alert teachers if they're not able to complete work
- Pupils to use proper online conduct – keeping themselves and others safe. Report anything of concern to a trusted adult or and/or to the online provider also.
- Pupils to adhere to our Live Sessions expectations when attending a virtual/remote lesson.
- Pupils using the National Tutoring Programme to access tutoring are also expected to follow proper online conduct as described above during tutoring sessions.

3.2 Dealing with problems

If there are any problems with pupils adhering to rules around remote learning, including if they do not engage with the remote learning set for them, we will:

- Establish what the problem(s) is/are.
- Refer to the most appropriate member of staff in school
- Sanction where appropriate, making contact with parents where a problem is significant
- Provide support where the problem arose due to a learning need.

4. Monitoring arrangements

We will review this policy as guidance from the local authority or Department for Education is updated, and as a minimum, every 3 to 4 weeks during term time by the Senior Leadership Team. At every review, it will be approved by the Local Governing Body.

5. Links with other policies

This policy links to the following policies and procedures:

- LSP Safeguarding and Child protection policy – particularly the policy Addendum on COVID 19.
- Behaviour policy, including detail therein on school uniform
- Health and safety policy, including the COVID 19 Risk Assessment
- LSP Attendance Policy