



Coronavirus: Changes to school behaviour policies

Updated: 4th January 2021

1) Scope:

This addendum applies until further notice

It sets out changes and expectations 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 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 make sure they are followed consistently.

Parents should also read the rules and ensure that their children follow the new procedures that have been put in place.

- You must use hand sanitiser before entering the school and any classroom and must wash/sanitise your hands regularly, or whenever a member of staff tells you to

All pupils will be expected to maintain the appropriate hygiene and handwashing procedures as directed by staff according to circumstances.

- You must look at the signs around school and follow the instructions at all times

Signage must be respected and followed by all pupils on site. Being able to maintain this behaviour is crucial for the safety of all; therefore, any pupil not able to comply may not be able to return to site until such safety issues are no longer relevant.

- You must bring your own equipment to class, and avoid sharing equipment as much as possible – this includes food and drink

Pupils should only bring on to site items that are necessary (this will be guided by school instructions at each phase of school return).

Pupils MUST NOT share any items – this includes pens and pencils, paper, food or drink.

- The hands off policy is even more important, and you should socially distance whenever you can

Social distancing guidelines, as provided by the DfE, will be adhered to at all times on the school site. This may include waiting to enter buildings in structured and demarcated lines; following the structured entry and release arrangements as guided by staff, and using facilities such as toilets as guided by staff.

- You must never cross the hazard marking line that separates you from staff in your classrooms and must stay in your seat in lessons, facing the front at all times

Delivery of lessons may occur in different formats during this period. Pupils will be expected to adhere to guidelines outlined at the start of sessions – this may include silent learning, staggered entry and exit, and a reduced capacity to provide close support.

- You must tell us if you feel unwell with a temperature, a sore throat or new cough – you should also tell the adult at home if this happens before you come to school

Pupils are expected to stay at home if they are unwell, getting the appropriate testing if they show a symptom of Covid 19.

Pupils must tell the nearest adult if they feel they have a symptom of Covid 19. They will then be isolated and parents called to collect immediately.

- You must never cough or spit towards another person

Such an act would be deemed a serious breach of the behaviour code, and a serious health and safety risk. Parents would be informed and the pupil would be unable to access the site until, deemed no longer a risk to others.

- You should use the “Catch It! Bin It! Kill It!” instructions – using tissues and putting them in the bin on entry / exit to lesson

If pupils need to use tissues they must have brought them in from home, use them as single use items, and keep them in a pocket until they are able to place in a bin at the earliest opportunity.

Coughing / Sneezing - pupils must show an awareness of others – coughing into their own hands or elbows, or a tissue, and turning their head away from others.

- You must ask staff for permission to use the toilets, and then follow the staff instructions about which toilet to use, and the rules regarding this.

This includes single person visits, hand washing / hand sanitiser before and after use of the cubicle, and an immediate return to the learning environment, maintaining social distancing from anyone they may meet on the way.

2.2 Changed rules

Please also note the following:

- Expectations for attendance – The latest government guidance says attendance will be mandatory from September. We will therefore continue to hold our normal expectations for attendance. Please refer to our school’s attendance policy for further details
- Expectations for uniform – The latest government guidance encourages schools to revert to normal policy from September. Please refer to our school’s uniform policy for further details. If pupils cannot wear their full inform, parents should contact Sian Rawson (Head of School)

2.3 Rewards and sanctions for following rules

If pupils fail to follow these rules, we will continue to follow the Level 0 to Level 4 behaviour bands and appropriate sanctions in line with these.

Please note, we will also take into account accidental and purposeful rule-breaking in our decision to place the rule-breaking under the appropriate level in our sanctions system

2.4 Exclusions

The Department for Education has published supplementary statutory guidance and amended the Regulations on exclusions for all state schools in England due to Covid-19. The temporary amendments, which are in place from 1st June until 24th September, introduce more flexibilities to the exclusion process in the following ways:

- Allowing remote meetings (for both governing board and Independent Review Panels (IRPs)) in situations where prescribed requirements are fulfilled. Remote meetings (which include both audio and video meetings) are permitted for any meeting which has not occurred by 1st June or where the exclusion takes place on or after 1st June, and a physical meeting cannot take place due to Covid-19. The requirements are:
 - All participants consent. Parents should be informed that if they do not consent there will be a delay to the exclusion being heard;
 - Everyone has access to the technology required to access the virtual meeting;
 - All participants will be able to make their representations or discharge their respective functions; and
 - The meeting can be held in a fair and transparent way.
- Amending Governing Board meeting timescales. The amendment only applies to exclusions where the timescales for meeting had not expired before 1st June or for new exclusions from

1st June, where it is not reasonably practicable to meet by way of remote meetings. In those circumstances the time limit for meeting is extended by 10 school days or such longer period as reasonably necessary. This means that for permanent exclusions and fixed term exclusions that take the term total to more than 15, the board would have 25 school days to arrange a hearing. For fixed term exclusions that take the total to between 6 and 15 school days the board would have 60 school days to hold a meeting. For exclusions where the time limit has expired before 1st June, the meeting should be arranged for as soon as it is safe and practicable to do so.

- Extending the period parents have to request an IRP to 25 school days. This applies to all permanent exclusions on or after 1st June or where the exclusion took place before 1st June but the time limit to request a review has not expired.
- Amends the time limit for arranging an IRP. This applies where it is not possible to meet in person and a remote meeting cannot be arranged. In these circumstances, the time limit is extended from 15 school days from the parental request to 25 school days or as long as reasonably necessary. Much like with the governing board time limit, the time limit will not be extended where the 15 school days has already passed. In these circumstances arranging authorities should seek to arrange a remote hearing or an in-person hearing as soon as reasonably practicable.

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 should also read the rules and ensure their children follow them. Parents should contact Sian Rawson (Head of School) 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

- Be contactable during required times
- Complete work to the deadline set by teachers as much as possible
- Seek help if you need it, from teachers
- Alert teachers if you are not able to complete work
- Use proper online conduct, such as using appropriate language in messages

3.2 Dealing with problems

If there are any problems with pupils adhering to rules around remote learning, including if they don't engage with the remote learning set for them, we will contact parents in the first instance.

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 weeks during term time.