

# ST. ANDREW'S C. OF E. PRIMARY SCHOOL



## BEHAVIOUR POLICY: Coronavirus Addendum

### **‘Growing and Learning Together with God’**

|                            |                                |                           |
|----------------------------|--------------------------------|---------------------------|
| <b>Approved by:</b>        | Governing Board                | <b>Date:</b> October 2020 |
| <b>Last reviewed on:</b>   | 26 <sup>th</sup> February 2021 |                           |
| <b>Next review due by:</b> | 29 <sup>th</sup> March 2021    |                           |

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### 1. Scope

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 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. Parents should contact Miss A Lawrence, Deputy Head Teacher, 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.

Reasonable adjustments will be made to support identified pupils through the use of personalised risk assessments completed in conjunction with the Deputy Head Teacher, Head Teacher, relevant Class Teachers, and SENDCo.

The following rules have been put in place to support the safety of pupils and teachers within the school in line with the [latest government guidance for full opening of schools](#):

- Pupils will arrive/leave classrooms by the fire exit doors from/into the playground
- Pupils will be responsible for keeping all of their belongings on their table in a shoebox/tray/plastic wallet
- Pupils must not share equipment unless given express permission to do so, (e.g. shared maths resources that will be cleaned after use)

- Pupils will wash their hands when entering the classroom in the morning, after break and lunch times, and may be asked to wash hands at other times of the day
- Pupils will use the hand sanitiser provided after going to the toilet as well as washing hands after using the toilet
- Pupils must only leave their classrooms with permission from the teacher and must follow any one way systems, arrows and social distancing markers.
- Where possible, pupils should avoid using corridors to move around the school and should walk via the playgrounds
- Pupils will sneeze or cough into tissues and dispose of them in a bin ('catch it, bin it, kill it') and avoiding touching their mouth, nose and eyes with hands. They will wash their hands afterwards.
- Pupils will tell an adult if they are experiencing symptoms of coronavirus
- Pupils must remain within their phase bubbles at break and lunch times, (e.g. Reception and Nursery – EYFS; Year 1 and 2 – KS1; Years 3 and 4 – LKS2; and, Years 5 and 6 – UKS2)
- Pupils will only enter the toilets if there is no else in them
- Pupils will not deliberately cough or spit at or towards any other person – immediate Red card sanction
- A social distancing charter will be set up
- A 'Good Social Distancing' Dojo will be created

## 2.2 Rewards and sanctions for following rules

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

Continue to award Dojo points, House Points and other school awards in line with the school's behaviour policy. In addition, each class will create a 'Good Social Distancing' Dojo.

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

Continue to follow the traffic light system as per the school's behaviour policy. The following amendments will apply:

- Amber cards – a pupil receiving a 5 minute 'Amber' time out will complete this within their phase
- Teachers will record Amber cards using Class Dojo
- Red cards – pupils will complete 15 minute time out on green chairs outside offices and complete a Reflection sheet. Reflection sheets are located on the wall opposite the stationery cupboard or to print from the network
- Class Teachers will record Red cards on an electronic copy of the Behaviour Log located on the network: <..\..\..\CurricShared\Staff\01. Behaviour Logs>
- Staff will telephone parents to inform them of a Red card

- Lunchtime Ambers – pupils will complete time out on the ‘wall’ in the respective playgrounds
- Lunchtime Reds – pupils will complete 15 minute time out on green chairs outside offices and complete a Reflection sheet. Reflection sheets are located on the wall opposite the stationery cupboard
- SMSAs will inform Class Teachers of any incidents via lunchtime slips in line with the behaviour policy. These will be recorded as previously described by the Class Teacher
- Reflection Sheets will be scanned on to the network and the hard copy kept in Behaviour Files in classrooms
- In the case of pupils repeatedly flouting social distancing rules (particularly in older year groups), the Deputy Head Teacher will contact parents by telephone to discuss the situation and additional sanctions may be applied as per the behaviour policy

### 2.3 Changed rules

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

- Expectations for attendance – the [latest government guidance](#) says attendance will be mandatory from 8<sup>th</sup> March 2021. Therefore, we will follow the guidelines for attendance set out in the attendance policy.
- From September 2020, all pupils must wear uniform to school and follow normal school rules on uniform as set out on our website: <http://standrewscofeprimary.co.uk/parents/uniform.php>. If pupils cannot wear their full uniform, parents should contact the Class Teacher via Class Dojo.
- Pupils in Years 1 to 6 will attend school in their PE kits on days they have PE. If they do not, the pupil will do PE in their uniform and the Class Teacher will send a message to the parents via Class Dojo.

## 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 and complete work set by staff.

Parents should also read the rules and ensure their children follow them. Parents should contact the Class Teacher 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. The Class Teacher will refer this to relevant members of SLT and/or the SENDCo.

Pupils will:

- Complete work to the deadline set by teachers
- Upload work to Portfolios on Class Dojo

- Seek help if they need it, from teachers or teaching assistants via Portfolios or private message to teachers from parents
- Alert teachers if they're not able to complete work
- Use proper online conduct, ensuring that behaviour follows that expected within school
- Follow the Class Dojo Home School Agreement
- Individual risk assessments will be created for pupils requiring additional support

### **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 to discuss any issues relating to completion of online learning and work with parents to address these.

## **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 Miss A Lawrence, Deputy Head Teacher. At every review, it will be approved by the full governing board.

## **5. Links with other policies**

This policy links to the following policies and procedures:

- Child protection policy
- Behaviour policy
- Health and safety policy
- Risk Assessments Covid-19 September 2020