

## **Behaviour Policy September 2020 Covid-19 Addendum**

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.

At Beavers Community Primary School, we aim to maintain a secure, caring and stimulating environment in which children are encouraged to have respect for themselves and each other. 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 the 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 to integrate back into school life.

These adjustments are set out below:

### **Arrivals, Departures and Moving round the school.**

Children will enter school through their designated entrance. Children will enter individually and will go straight to their designated classroom, aiming to keep a distance from any other individual. There will be markers on the floors to support children with social distancing.

At their designated home time, children will leave the building from their designated exit. They will leave one at a time when their parent has come to collect them, again keeping their distance using the markers on the floors as a guide.

Movement around the school will be limited. When the children leave their classroom to go outside for break, lunch or outdoor learning, they will follow the markers on the floor to ensure they stay 2m from peers and adults. Children will follow an adult from their classroom on their designated route.

### **Handwashing and Hygiene**

Children will be expected to follow all handwashing and hygiene routines while in school. Children will wash hands/use antibacterial gel before entering school, before and after eating and at regular intervals during the day.

We ask children to follow the catch it, bin it, kill it, mantra when in school, if they need to cough or sneeze, they should use a tissue or crook of their arm. Children will be reminded not to touch their face, mouth, nose or eyes while at school.

Should a child refuse to follow these routines, disciplinary procedures and sanctions will be used (see below).

### **Social Distancing**

Children who are old enough will be expected to socially distance from their peers and adults in school and on the playground/field. Years 2 to 6 will tables facing forward and spaced apart as much as possible. When children enter their classroom, they will be expected to go straight to their table and nowhere else in the room. Children will put their hand up if they need an adult's support, they will not get out of their seats. Should a child refuse to follow social distancing measures, disciplinary procedures and sanctions will be used (see below).

We understand socially distancing may be more difficult for younger children. They will be encouraged wherever possible to keep a distance from peers and adults, however, we understand this may not always be possible.

### **Toilets**

Each year group will have their own toilets to use during lesson time. These will be sign posted. Children will be encouraged to use the toilets one at a time (this may not always be possible with nursery and reception children). When a child has finished in the toilet they must wash their hands.

### **Break and Lunch times**

Children will have a designated place to play during break and lunch times. They will have their own equipment that will be cleaned after use.

Children will be expected to remain socially distant from both peers and adults during play and break times. Children must stay in their designated area at all times. Children in Reception, KS1 and KS2 will eat lunch at different times in the hall.

### **Rewards**

Children will be motivated to follow new procedures and rules in place by continuing to use a high level of positive praise. A suitable series of rewards, in line with Project Achieve, values and UNICEF rights respecting school agenda:

- Verbal praise
- Recognising achievements through certificates
- Marbles in the jar

Teachers and Teaching Assistants welcome opportunities to praise individuals for good work, attitude or good behaviour, and show recognition, if these are brought to their attention. Above all praise and encouragement should be used as much as possible. Walking through school to show their work to the Head Teacher or other adult for acknowledgement and praise during this time will not be permitted.

### **Sanctions**

Sometimes children are badly behaved. Children need to discover where the bounds of acceptable behaviour lie, as this is a part of growing up. We will continue to follow the school behaviour policy and will adjust any sanctions appropriately in line with school risk assessment.

Minor breaches of discipline are generally dealt with by the class teacher in a supportive and fair manner, with some flexibility regarding age of the child, as far as sanctions are concerned. Each case is treated individually. Children are made aware that they are responsible for their own behaviour and that breaking rules will lead to consequences. Minor incidents of poor behaviour do not need to be recorded in the class behaviour log.

- Verbal reprimand
- Talk to the child – discuss what has happened
- A phone call with parents, and either a warning given about the next stage unless there is an improvement in the child's behaviour
- Letters of apology

- Loss of responsibility/privileges e.g. monitor jobs

The 6-point plan that all teachers follow within school, has been amended. Time out is no longer an option due to staff capacity and safety measures in place for Covid-19. The 4-point plan is shown below:

### **High risk behaviour**

If a child's behaviour is deemed high risk, for example, refusing to adhere to safety measures, such as, hand washing, social distancing, remaining in their classrooms or deliberate behaviours that put themselves or others at risk, such as spitting or deliberately coughing at people. Each classroom will have a "safe space" to be used by pupils not able to regulate their emotions. If pupils continue to display high risk behaviours the following sanctions and disciplinary procedures could be used:

1. Referral to Headteacher
2. Parents/Carers called to collect child from school immediately
3. Immediate swap from onsite education offer to online/virtual education offer
4. Fixed term exclusion
5. Permanent exclusion

### **Positive Handling & Restraint**

There can be times when a pupil's behaviour requires staff physical support to ensure the pupils' own safety, the safety of other pupils and staff, or that property is not seriously damaged. This can require the use of physical interventions.

In the case of a child being at risk, putting others at risk or damaging property the child's parents or carers will be called and asked to pick up their child immediately. The situation will then be reviewed by the Headteacher and a decision of whether the onsite education offer will be withdrawn in favour of the online/virtual offer if this is deemed safer for all pupils and staff.

Where a child may need very close contact it is imperative that parents know that the use of PPE where appropriate WILL be used to help avoid cross contamination or any potential virus spread.

### **Pupil's working from home.**

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 the 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.

- Try to complete work to the deadline set by teachers
- Seek help if they need it, from teachers or teaching assistants
- Alert teachers if they're not able to complete work
- Use proper online conduct, such as using appropriate language in messages

If interacting with other pupils or staff online, students should always be kind and respectful to each other. They should also be respectful to staff at all times. Students should never attempt to contact staff via social media or make comments about staff on social media platforms. Any inappropriate comments to staff online, via email, or any other platform will be taken very seriously and could

result in a referral to the police. This is also the case of for any online bullying towards other pupils or peer-on-peer abuse that is disclosed to the school during this time.

### **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 get in touch with parents and see if there's any issues we can help them address.

### **Monitoring arrangements**

We will review this policy as guidance from the local authority or Department for Education is updated. At every review, it will be approved by the full governing board.

### **Links with other policies**

This policy links to the following policies and procedures:

- Child protection policy
- Behaviour policy
- Health and safety policy