

# Heavers Farm and Selsdon Primary Schools

## ***ADDENDUM TO BEHAVIOUR POLICY DURING THE COVID-19 RESPONSE***

June 2020

We have added this addendum to our Behaviour Policy in order to respond to the wider opening of schools following the lockdown in the UK during the COVID-19 pandemic. This addendum will apply until the UK government completely lifts the guidance relating to the COVID-19 pandemic.

It should be noted, that unless explicitly mentioned in this addendum, the school's behaviour policy still applies in full.

### **Aim**

The aim of this update is to ensure that everyone knows and understands the ways in which we must change our behaviour to keep everyone safe from the risk of infection with the COVID-19 virus; to ensure that, if our behaviour is unsafe, we are able to change that behaviour quickly, effectively and fairly; to help us to understand that our first priority is teaching safe behaviour, and that different approaches may be appropriate when differentiating between inadvertent or forgetful unsafe behaviour and deliberately unsafe behaviour.

### **Our Approach**

At Heavers Farm and Selsdon Primary Schools, we recognise that good behaviour is a learnt skill which children need to be systematically taught and to revise frequently. In addition to this addendum, we are raising the duty on teachers and staff in our schools to constantly teach and remind children of our behaviour expectations.

The main aim of this addition to the behaviour policy is to reduce the risk of spreading the COVID-19 virus, but we recognise that things can go wrong when children are learning new habits. Should this happen, staff will consider what risk has been posed, and whether any immediate mitigation needs to take place (e.g. washing of hands), before responding to the problem as an opportunity for further learning (e.g. by reminding and reinforcing the rules or by discussing the risks of that behaviour).

Where a child behaves in a deliberately unsafe way (e.g. by deliberately coughing or spitting on someone, or by moving into someone else's class "bubble"), the school will take this very seriously, and issue an appropriate sanction. The school continues to have a range of disciplinary powers including, but not limited to, detention, exclusion and time-outs.

We have also had to radically alter our learning environments in school, this is in order to offer the safest operating procedures for pupils and staff. We acknowledge that these may not be best designed for optimal learning or wellbeing but are in accordance with government guidance issued.

### **Our School Rules**

Our five core school rules remain unchanged, and children are expected stringently follow these rules. These rules are:

- ◇ We keep our hands and feet to ourselves

- ◇ We take care of everything in school
- ◇ We treat everyone with respect
- ◇ We work hard and always try our best
- ◇ We always listen to adults and each other

In addition to this, to reiterate the safety of the new measures in school to keep children safe, we are introducing a new school rule:

- **We always keep everyone safe**

In order to keep ourselves and each other safe, we must:

- **Try** to stay 2m from each other
- Use our own tables, chairs and equipment (including books and resources) and **not share** any of these
- **Not share** any food, drinks, cups or water bottles
- **Bring** our own water bottle to school
- Work, eat and play in our class **bubble**, and do not mix with people from other **bubbles** (including in the playground, lunch hall, anywhere on the school site and on our way to and from school)
- Move around school as instructed by our teacher/adult and avoiding other people
- Follow our **hygiene instructions**:
  - never cough, sneeze or spit towards another person
  - catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it), then wash our hands
  - wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds (e.g. by singing happy birthday twice) or with hand sanitiser if soap and water is not available
- Only use our allocated toilet, and only when an adult tells us it is safe to do so (e.g. do not use the toilet when there is somebody else in there)
- Always flush the toilet and wash and dry our hands properly
- **Not touch** or hug anybody in school for any reason
- **Not bring or take home** anything from school apart from our water bottle (and packed lunch if required)

### **Sanctions**

The sanctions in school remain the same, children will still be given the same number of warnings and reminders, in line with the behaviour policy. However, at no point will any child be asked to join another group, therefore we have had to edit the way that the sanctions take place.

Instead of being sent to another class for a reflection or time-out, children will be asked to sit outside the classroom, in the shared area. This will be socially distant from any other group, and will not impact the integrity of the class bubble.

When children are fast-tracked or receive enough warnings, reminders and sanctions to be sent to the Leadership Room, children will be taken to a supervised room. This will, again, be socially distant from other bubbles and will not impact the integrity of the class bubble.

Detention will also take place, but will be socially distanced and ensure no shared items. This will also not impact the integrity of any class bubble.

Children who are sent out of their class **must bring their zip wallet** with all of their personal equipment with them, to ensure that they can carry out their work whilst away from their class.

### **Reasonable Force**

On rare occasions, there may still be the need for staff to employ reasonable force to restrain or control pupils. If this is necessary, and all other interventions have failed, staff must wear full personal protective equipment (PPE) to prevent COVID-19 transmission if making physical contact with a child. This is for the protection of the child and the staff member. Where this is not possible (e.g. where the physical intervention is sudden and urgent) the staff will consider what risk has been posed, and whether any immediate mitigation needs to take place.

### **Rewards**

Our positive rewards and celebrations cannot operate in the same way as in normal school opening. However, teachers will adapt our systems in the spirit of our school values to ensure that all children feel valued and their efforts are recognised. We are removing the “caught doing the right thing” certificates, gold/red ties and celebration assemblies. Merits and house points will be issued within the class, rather than through the reading diary system. However, there will be no badges or Headteacher’s Award trip.

### **Uniform**

For hygiene reasons, we have temporarily relaxed the school rules on uniform.

Students will wear their own clothes, enabling them to change into fresh items of clothing on a daily basis.

Clothing that is worn must be appropriate for school, and should be appropriate for physical activity; children will still be expected to do PE lessons at school.

Therefore, we advise that all children wear trainers to school. Please do not send children to school in skirts or dresses, as children may be expected to do PE on any day.

Clothing must be machine washable, in order to ensure that clothes can be easily cleaned.

*Items that are not permitted include:*

- cropped tops; very short skirts or shorts; clothing with offensive slogans, any footwear with a heel, open-toed footwear or sandals; clothing with tassles or any loose parts; clothes made of fur, fake-fur or any such material.

Long hair must be tied back, and no elaborate or unsafe hairstyles will be permitted. No elaborate hair ties or any hair jewellery will be permitted. Only religious headwear will be permitted in school.

The school rules for jewellery and make up remain unaltered. The only permitted item of jewellery is one stud earring in the lower lobe of each ear. No makeup or nail varnish is allowed to be worn in school.

### **Mobile Phones**

The rules on mobile phones remain unchanged.

Children in KS2 (Years 3-6) are permitted to bring phones into school (only with a signed mobile phone agreement), but they must be turned off and put away in a bag or zipped pocket as soon as children enter the school site.

Phones will be placed in a fresh plastic bag and handed into the teacher/staff member and kept in a locked cupboard in the classroom. This will prevent cross-contamination.

Mobile phones are not permitted to be used at any time on the school site, and children will not be able to access their phones during the school day.

### **Entering and Leaving the School Site**

Students and parents/carers will be given instructions about which entrances that they may or may not use.

Parents/carers of children in KS2 are not permitted on the school site. Parents/carers of children in EYFS and KS1 are permitted on site only to collect or drop-off their children; only one adult will be permitted on site with any one child at any time.

Please note that at the end of the school day, there will be no facility for students to stay on site to wait for friends or transport.

Please ensure that you collect your child on time. During this time there are no facilities for children to stay on site before or after school, including clubs. There will be penalties for late collection.