



## **Pupil Behaviour Policy and Staff Code of Conduct 2020 Covid-19 Addendum**

We aim to provide all children who attend Netherbrook Primary School with the very best opportunities in every aspect of their school life so that they are well prepared for future success.

Whilst expectations in our Behaviour Policy remain pertinent, it is necessary, in light of the Covid-19 pandemic, to make some adjustments for the safety of all pupils and staff. We will require all pupils and their parents to agree to these principles at all times. This addendum is to be used in conjunction with, and read alongside the:

- Behaviour Policy,
- Anti-Bullying Policy,
- E-Safety Policy
- Peer-on-Peer Abuse Policy.

These adjustments are set out below:

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

Children will enter school through their designated entrance at the agreed time. Children will go straight to their designated room, keeping a 2m 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.

Children will be expected to tell a member of staff if they are unwell and are exhibiting signs of Coronavirus by raising their hand.

Children must have a responsibility for their own equipment e.g. water bottles and ensure that these are not shared with other pupils.

### **Hand washing and Hygiene**

Children will be expected to follow all hand washing and hygiene routines while in school. Children will wash hands and use antibacterial gel

1. On entering the school.
2. After any time outdoors
3. Before Eating
4. After Eating
5. After using the toilet.
6. Before leaving the school.

They will be reminded about the timing and procedures for good handwashing.

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 at all times. Pupils in Y1 and Y6 will have their own table with chairs spaced 2m apart, EYFS children will have floor spots spaced 2m apart. When children enter their classroom, they will be expected to go straight to their table/spot and nowhere else in the room. Children will put their hand up if they need an adult's support.

- No child will, at any time, be allowed or asked to share any equipment.
- All children will be provided individual essential work equipment which is not to be shared.
- Drink bottles and plastic lunchboxes (where possible) must be brought into school daily by the child already filled, and taken home each evening.
- Children should not bring their own materials in from home, and they should not be taking home equipment from school.
- Children will not be sharing table space; they will have their own allocated table and chair within their classroom which is socially distanced from other pupils and adults (maximum of 12 pupils per room or in accordance with setting risk assessments).
- Each Y1 and Y6 pupil will keep their coat on their chair, no bags will be permitted in school.
- All equipment and resources will be individually used.

Teachers will ensure that pupils, where ever possible, adhere to social distancing measures. Where older pupils are not complying, the usual 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 classroom/bubble will have their own designated toilets to use. These will be sign posted. Children will be supervised and encouraged to use the toilets one at a time (this may not always be possible with Reception children). ***When a child has finished in the toilet they must wash their hands.***

### **Break times**

Children will have a designated place to play during break times. 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.

### **Rewards**

The house point system will not be in use during Covid-19. Children, instead will be given stickers as rewards. 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 Senior Leaders or other adult for acknowledgement and praise during this time will not be permitted. Teachers will choose a student of the week from each bubble every week and this child will have a certificate and 'scroll' sent home to share with parents.

### **Behaviour in school**

If a child's behaviour is deemed high risk, for example, refusing to adhere to safety measures, such as,

- Not hand washing, social distancing, remaining in their pods or deliberate behaviours that put themselves or others at risk, such as spitting or deliberately coughing at people.
- Deliberately not following social distancing guidance in school
- Accessing any areas that are temporarily prohibited in light of the current circumstances
- Not following any rules outlined regarding hygiene practice, sharing of equipment and social interactions in school
- Not following designated routes around school

The following sanctions and disciplinary procedures could be used:

- Conversation(s) with pupil(s) which could include a verbal warning, moving seats if logistically possible and other behaviour management strategies in line with our current behaviour policy – Warnings/Yellow/Red cards should be issued to remind pupils of the rules and allow them chance to reset their behaviour. Pupils earning Red card will be asked to sit of activities and parents and SLT informed.
- Once all appropriate behaviour management strategies have been exhausted, contact should be made with pupil's parent/carer.
- If the health and safety of other pupils and staff members are put at risk by the pupils not adhering to social distancing measures, then the parent/carer will be expected to collect the pupil.
- Any deliberate spitting/sneezing or touching other pupils or staff with the aim of spreading fear about Covid 19 will result in immediate calls to parents and the child being sent home – fixed term exclusion rules would apply.

An individual risk assessment will be made for a child based on the following:

- If they have an individual behaviour plan that is currently in place
- If the school deems it to be necessary due to behaviour of the child prior to lockdown
- Any risk assessment will be discussed and agreed with parents/carer

### **Pupils with Special Educational Needs**

School acknowledges that children will have had a range of different experiences during the lockdown period which may have an impact on their behaviour presentation upon return to school. Some may present with frustration as a result of being isolated from friends or having missed a significant event or experience; e.g. exams, school trip, etc. Others may have experienced bereavement or loss or another, real or perceived, traumatic episode. For many, the process of re-engagement with learning and the school community, under unusual circumstances, may require some additional input and encouragement.

As a result of these varied experiences children may present with behaviour that is not usual, this may include;

- Anxiety; lack of confidence
- Challenging behaviour; fight or flight response
- Anger; shouting, crying
- Hyperactivity and difficulties maintaining attention

For some children, including those with attachment concerns or SEN, and especially those with autism, the change in routines and lack of familiarity will require additional adjustment.

School recognises that behaviour could be a sign that for some individual children there is an unfulfilled need and that the behaviour is communicating that there is a problem. The school will undertake an individual risk assessment for the child and use **reasonable endeavours** to make the necessary adjustments to reduce the stimulus that may be triggering the challenging response.

Children with SEN are recognised as being particularly vulnerable and therefore have an urgent need to be re-integrated back into school as soon as reasonably possible. School will work closely with parents to implement supportive strategies that will inform an appropriate response. If necessary school will seek external support from other agencies such as Educational Psychologists or Early Help.

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

If interacting with other pupils or staff online, students should always be kind and respectful to each other and respectful and follow instructions from staff, remembering at all times that staff are not 'friends' with, or peers to, pupils.

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 or any other platform will be taken very seriously. 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.

#### **Government Guidance applied to Netherbrook Primary School**

The Government has issued guidance for schools preparing for wider opening in order to adapt behaviour policies. Please refer to

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

#### **Parent/Carer agreement**

- We/I have read the school's Behaviour policy and the amendment which will come into effect from the 1st June 2020.
- We/I understand that if our son/daughter deliberately breaks any of the guidance described in the amendment, they will be sent home for a given time.
- We/I will be fully supportive of these reasonable adjustments.

Any parent and therefore children will be barred if they repeatedly do not exhibit sensible social distancing during the drop off and collection periods, and therefore putting other people at risk.

## Code of Conduct/Principles for Staff

- Do not come to work if you have coronavirus symptoms, or go home as soon as these develop (informing a Senior Leader), and access a test as soon as possible.
- Staff will need to inform the school, self-isolate and be tested if they suspect they are showing symptoms of Covid19. They will need to inform a member of SLT of the result of their Covid19 test, and follow government and NHS guidance as to isolating. If members of your household are exhibiting symptoms of Covid19, you must not come to work. You must self-isolate, and arrange a test for yourself and members of your household, and inform the school of the result.
- Clean your hands more often than usual - with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
- Follow same procedures as the pupils
- Use the 'catch it, bin it, kill it' approach.
- Any item to be binned should be disposed of in pedal lidded bins only, to help prevent the spread of germs.
- Avoid touching your mouth, nose and eyes, any part of your face.
- Clean frequently touched surfaces often using school agreed products.
- All classrooms will have access to their own appropriate cleaning products to ensure constant cleaning throughout the day, including tech devices.
- Staff can clean surfaces in their classroom at the end of each day. The cleaners will clean communal areas after pupils have left the school site, and empty class bins and vacuum carpets.
- Think about ways to modify your teaching approach to keep a distance from children in your class as much as possible, particularly close face to face support (noting that it's understood that this is not possible at all times, which is why hygiene and hand cleaning is so important).
- Curriculum work will be completed via home learning books.
- Pupils will work in their place.
- Staff should remain 2m away from each other and where possible 2m away from pupils. When this is not possible, staff should avoid speaking face-to-face, avoid speaking on the same height as the pupil.
- Pupils will be instructed not to approach the adult(s) in charge of the classroom. If confidential conversations are required, the pupil and adult will step into the corridor or playground to maintain distance. (Remember some children will have had experiences that require confidentiality.)
- Consider avoiding calling pupils to the front of the class or going to their desk to check on their work if not necessary.
- Help your class to follow the rules on hand cleaning, not touching their faces, 'catch it, bin it, kill it' etc. including by updating your classrooms displays with posters.
- All classrooms and shared spaces have posters displayed reminding of key hygiene routines to follow.
- Prevent your class from sharing equipment and resources (like stationery).
- All pupils are provided with their own equipment and resources. At no time will a pupil be allowed or asked to share any item.
- Keep your classroom door and windows open if possible for air flow.
- Limit the number of children from your class using the toilet at any one time.

- Toilet areas will be monitored by staff to ensure limits on numbers of pupils in the toilets at one time.
- Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms.
- Staff must have their own cutlery and cup. Bring food in a sealed lunch box. There are no facilities to warm food as microwaves are off limits.
- Only spend minimum time in the staff room to make a drink. (You will need your own teaspoon.)
- Only one member of staff in any of the joint toilets at any time.
- All rooms will be have designated signage stating maximum occupancy. Do not enter if these numbers are already reached. Any confidential conversations can take place in the Senior Leaders' rooms or the SENCO's room where a 2m distancing can be maintained.
- Staff are expected to maintain social distancing measures with other adults at all times. No member of staff should enter a room other than their designated space to undertake their delegated duties.
- When entering a space, all adults should assess the available space, and their ability to maintain social distance whilst in the space.
- A common sense and proactive attitude will be essential.