



Achievement for all

Behaviour Policy – Addendum due to Covid 19

Adopted/Reviewed: June 2020
Date of Next Review: September 2020

Signed:
(Headteacher)

Date:

Signed:
(Chair of Governors)

Date:

COVID-19 POLICY

1. INTRODUCTION

1.1. Since 23 March 2020, in line with the scientific advice, nurseries, schools and colleges have remained open to children of critical workers and vulnerable children.

As our school re-opens to more students, there are some key procedures and policies that have been adapted for a short-term, time limited period in order to ensure the safety and wellbeing of all students, parents/carers, staff and other visitors.

1.2. This document sets out the areas where short-term changes have been made to Sherburn High School's Behaviour Policy in order to ensure the safety of all and to minimise the risk of transmission of Covid-19.

1.3. All current school policies remain in place unless they are specifically referred to in this policy. Where policies are referred to, this policy supersedes any current individual policy for the short-term, time limited period of this policy, after which the current policy will be reverted to.

1.4. This policy addendum will be regularly reviewed and updated by the Headteacher and Governors to reflect the changing national response to COVID-19.

1.5. This policy is in place September 2020 in the first instance.

2. HEALTH & SAFETY WITHIN THE SCHOOL

New Requirements

2.1. During this current period, the health & safety of all students and school staff is paramount. New health & safety requirements have become common place, such as appropriate social distancing, regular hand washing, no group gatherings, and regular cleaning of clothes. All children and adults are given clear age appropriate guidance and instruction in relation to this.

2.2. Frequently touched surfaces will be cleaned regularly before, during and after the school day.

2.3. Where possible toilet breaks are scheduled and monitored to ensure as few students as possible use the facilities at any one time.

2.4. First Aid will be provided at school by trained colleagues. First aiders will have access to Personal Protective Equipment (PPE) which may be worn when administering first aid and they will continue to adapt procedures as guidance from regulative authorities is received to protect themselves and the person who requires treatment.

2.5. Staff limit their time with other staff, maintaining social distancing wherever possible.

2.6. In line with national guidance, the hierarchy of controls minimises the risk of spread of the infection.

Hygiene and Hand Washing

2.7. Students and staff are required to wash their hands with running water and soap and dry them thoroughly and/or use hand sanitisers on arrival and departure from the school. Wash stations and hand sanitiser are available in school.

2.8. Students and staff are required to wash and dry their hands and/or use hand sanitisers more often than usual during their time in school, to reduce the spread of infection.

Catch it, bin it, kill it

2.9. All staff and students are given clear expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching their mouth, nose and eyes with hands. They are expected to follow the hygiene measures set out in school.

2.10 Cleaning staff will adhere to the new protocols for emptying classroom and office rubbish bins so that waste is safely disposed of.

2.11. Deliberate, malicious or repeated transgression of these procedures will not be tolerated and will result in significant sanctions

Personal Protective Equipment

2.12. Current Department for Education guidance states that PPE, including face masks is not required in an education setting.

2.13. Any student wishing to wear a face mask will be permitted to do so. However, the safe and correct way to do so will remain the responsibility of the student and parents/carers. Staff at school will not remind a child to wear a face mask, neither will they report to parents or carers where a student decides to remove their face mask.

2.14. Appropriate PPE will be worn by staff administering First Aid and intimate care.

3. Movement within School

3.1 Movement of students and staff within the school is minimised as far as possible to reduce any risk of infection.

3.2. Students will not be permitted to leave a classroom without permission, they will be escorted to and from the toilets. This is to ensure safety at all times and to reduce transmission from one "social bubble" to another.

3.3. The locker area and sixth form common room are strictly out of bounds.

3.4. Sherburn High School will regularly review staff and student movement around our buildings, and may amend or increase our use of one-way systems, out of bounds areas, specific queuing requirements, etc. to maintain social distancing when moving around the building

4. Coughing or spitting at or towards any other person

4.1. Coughing or spitting towards another student or member of staff will not be tolerated. Any deliberate or malicious attempt to transmit the virus will be treated with the greatest seriousness and may result in a student no longer being admitted to the school.

4.2. In the most extreme cases, if deemed of a significantly serious nature, the school may report the matter to the police.

5. SAFEGUARDING AND CHILD PROTECTION

5.1 Safeguarding and Child Protection remains a priority for the school during this period. The MAT Safeguarding and Child Protection Policy in reference to the COVID-19 virus has been amended to reflect the current circumstances and is available on the website.

5.2 The policy continues to be updated, with the latest version displayed on our websites, as national guidance continues to change during this period.

6. Individual Risk Assessments & Reasonable Adjustments

6.1. Individual Risk Assessments of students are completed where necessary. Where a Risk Assessment of a student is completed to support their medical and/or behavioural needs, staff must adhere to the agreed necessary actions to be put in place.

6.2. Reasonable adjustments are made for children with Special Education Needs or who require adaptations to enable them to access their learning. However, the health & safety of all our students and staff is paramount and their wellbeing must be considered in any reasonable adjustments made.

6.3. If through the Risk Assessment process, it is deemed unsafe for the well-being of the child, their peers and/or staff for a child to attend a setting, the Headteacher has the right to refuse admission to the school

7. Persistent breach

7.1. Deliberate, malicious or repeated transgressions will not be tolerated and may result in significant sanctions. This is to ensure the health & safety of all students and staff

7.2. Any student who commits serious or persistent breach of the new COVID-19 protection rules may be sanctioned using the full range of sanctions available, dependent on the seriousness of the breach, up to and including in extreme cases permanent exclusion.

8. TEACHING & LEARNING Practical Arrangements

8.1. Students are required to bring the appropriate equipment with them to each session – see Section 12.

Students are not able to share equipment with another student.

8.2. Students will remain in the same classroom, with the same students and the same teacher, for the duration of a session. This minimises the movement of staff and students around the building and reduces the risk of spreading the infection.

8.3. Class sizes school will be of no more than 15 students and usually less than 10 to ensure social distancing is maintained within the classroom.

8.4. Air flow in the classrooms is increased, including opening windows and doors, where possible. Students are therefore expected to behave appropriately and not disturb the learning of any other classrooms.

9. Face-to-Face Sessions

9.1. Each session is delivered to supplement the on-line learning or work packs that are provided to all students to work on at home. Whenever possible, a specialist teacher or appropriately skilled member of staff will deliver the session to students.

9.2. Students work from their own workbooks or on paper.

9.3. Sessions include the modelling of tasks by the teacher, independent working by students, and interactive discussions and feedback. No experiments or practical work will be undertaken.

9.4. Teachers modify their teaching approach to keep a distance from students in the classroom as much as possible, particularly avoiding close face to face support (noting that this is not possible at all times, which is why hygiene and hand cleaning are so important).

9.5. Students are not called to the front of the class to present or discuss their work, and teachers do not check the work of students at their desk.

10. Student Progress

10.1 All students will receive a phone call home to their parents/carers at least once per half term to discuss their progress.

10.2. The phone calls include the student's progress whilst in school and/or their work completed online or in work packs, and any issues or questions the student may have regarding their work.

11. Key Staff

11.1. A Designated Safeguarding Lead and qualified first aiders are on site at all times.

11.2. Where available/appropriate, Teaching Assistants will be in classrooms to assist students with their learning and follow the academy's Risk Assessment in relation to social distancing.

12. EQUIPMENT, MOBILE PHONES & UNIFORM/DRESS CODE

Bags and Equipment

12.1. Staff and students are permitted to bring a bag into school to carry their equipment. The bag must be placed on the floor when in the classroom and should not be shared or touched by other students.

12.2. Students should bring their own pens, pencils, ruler and (if required) scientific calculator. All equipment should only be used by the student who brings it in, should remain on the student's desk and should not be shared with others.

12.3 Students will not have access to their lockers during this period and in no circumstances should they leave items in or around the locker area.

Mobile Phones

12.4 When in school, the phone should be placed in a bag out of sight but can remain on if the phone is switched to silent (not on vibrate). This is to enable the government's Track and Trace app to operate whilst the child is in school.

12.5. Students must abide by the existing rules around mobile phones (see Mobile Phone Policy which has not been altered)

Uniform/Dress Code

12.6. Staff and students are not required to wear their usual school uniform. Staff and students should wear 'smart casual' clothing that can be washed regularly at a high temperature. This may include a jumper, t-shirt or polo shirt, blouse, appropriate length dress or skirt, jeans, trousers, trainers or comfortable shoes. All footwear must be appropriate to minimise any potential slips, trips or falls.

12.7. 'Smart casual' does not include: - t-shirts or tops with inappropriate slogans; - inappropriately short skirts or dresses; - strapless or strappy tops or vests.

12.8 The uniform rule in relation to facial piercings has not changed – that is students cannot have a visible facial piercing (nose, tongue, eyebrow etc. studs; clear or otherwise are not permitted). Belly button piercings are not permitted and students' belly buttons should not be visible.

12.9. If in doubt or if there are any concerns, staff, students or parents/carers should contact their child's House Achievement Leader in advance of attending

13. MEALS AND FOOD

13.1. There will be no catering facilities on site for either staff or students. This is to ensure social distancing measures are maintained.

13.2 Students accessing full day provision and staff working on site will need to bring a packed lunch.

13.3 Under no circumstances can staff and/or students share their food or drinks with others.

Free School Meals

13.4. All children who are eligible for free school meals will still receive their voucher entitlement.

APPENDIX 1: Amended Relentless Routines

To help us achieve our aims we have agreed a set of rules for around the school, these rules form part of our Behaviour Policy and students are expected to follow them always.

Our amended Relentless Routines are:

1. On arrival to school we come through our designated entrance and go straight to our teaching space
2. We queue outside each classroom, maintaining two metres between us and other students
3. We enter classrooms and either wash our hands or use the hand sanitiser
4. We stand behind our allocated chair and this seat is our seat for all our face-to-face sessions
5. We place our equipment on the desk
6. We leave classrooms by standing behind our chairs and waiting to be dismissed
7. We walk on the left hand side of corridors maintaining social distancing
8. We don't wait for our friends who are in other classrooms, we make our way straight to our allocated gate to exit

APPENDIX 2: Amended Consequence System

Due to the nature of our face-to-face provision the C2 – C4 system is currently suspended. Any student who fails to comply with social distancing measures or who deliberately disrupts the learning of others to such an extent that they require removing from a session will be escorted to a Senior Leader. Parents/carers will be contacted and the student's ability to access provision may be denied. In extreme cases students will be excluded following the school's Exclusion Policy.

APPENDIX 3: Conduct of Parents and Carers

We always expect our colleagues to behave professionally and adhere to the STAR MAT code of conduct for staff. In return they have the right to work without fear of abuse or violence.

What do we expect of parents and carers?

To:

Respect the caring ethos of our school

Understand that teachers and parents need to work together; children learn best when there is a positive partnership between home and school

Take time to reconcile a child's version of events with the school's view in order to find a resolution

Speak to our staff with courtesy and respect and in the manner that they would wish to be addressed themselves

Correct their own child's behaviour on the school premises, especially when it might lead to conflict or endanger others

What is unacceptable?

- ☐ Disruptive behaviour that interferes with the operation of a classroom, an employee's working space or any other area of the school grounds.
- ☐ Use of offensive and/or threatening language.
- ☐ Physical intimidation or violence.
- ☐ Any form of racism, sexism or homophobia.
- ☐ Any actions that threaten the security of the school.
- ☐ Approaching someone else's child to reprimand them.
- ☐ Using social media to make defamatory, offensive or derogatory comments.

What if you are unhappy with the school?

In the rare circumstances that an issue you may have cannot be resolved, parents/carers should use the formal complaints procedure which can be found on the school website.

Please note: Face to face meetings during this period of time will:

- Be by appointment only
- Only conducted in rare cases, instead telephone calls or virtual meetings will be used following the school's Acceptable User Guidance

This is to ensure social distancing guidelines are adhered to.