

## Appendix to:

# St Anne's Catholic Primary School Relationships and Behaviour Policy

12th June 2020

## Behavioural Management During the Coronavirus (COVID-19) Pandemic

This appendix has been created to outline the behaviour management procedures and rules that St Anne's Catholic Primary School will put in place once phase reopening begins. We have created this appendix in accordance with the latest government guidance surrounding schools' wider reopening from 1 June 2020.

### Statement of intent

The school aims to act in accordance with our current Relationships and Behaviour Policy and these additional Behavioural notes as much as possible; however, we understand the necessity for additional rules and considerations while the school observes social distancing and infection control guidelines. This appendix sets out what additional actions the school will take when phased reopening begins.

The information in this appendix is under constant review and kept updated to reflect any changes to national or local guidance.

### 1. Enforcing new rules

- 1.1 The school ensures that infection control and social distancing rules are communicated effectively to all pupils.
- 1.2 Staff are informed about the measures in place so they can enforce these rules at all times.
- 1.3 The school informs parents of any changes to provision outlined in this policy.
- 1.4 The school expects pupils to uphold these rules at all times.
- 1.5 Staff are informed of discipline and rewards in place to aid enforcement of these rules in line with this policy.
- 1.6 Where required, staff explicitly teach and supervise health and hygiene arrangements, e.g. handwashing, tissue disposal and toilet flushing.
- 1.7 The school recognises that pupils may be supervised or taught by members of staff they have had no prior contact with; however, pupils are expected to treat all members of staff with respect and work together to maintain a safe environment.
- 1.8 The school expects pupils in wrap-around care, e.g. breakfast clubs, to adhere to the school's social distancing and infection control rules.

### 2. Arrival and departure

- 2.1 The school expects pupils to follow all arrival and departure arrangements to the best of their ability and to arrive at the correct time.
- 2.2 Pupils are expected to participate in any infection control and social distancing measures, e.g. hand washing, before entering and exiting the school.

- 2.3 The school expects pupils to move immediately to their classrooms after washing their hands upon arrival.
- 2.4 Upon departure from school, the school expects pupils to move immediately from the school buildings and not to linger on the school premises without good cause, e.g. they are waiting to be picked up.

### **3. Hygiene and infection control**

- 3.1 The school ensures a risk assessment is conducted prior to reopening to more pupils in order to enforce adequate and practical measures to safeguard the health and safety of both staff and pupils.
- 3.2 The school understands that younger children cannot be expected to remain two metres apart from others at all times and takes this into account with regards to discipline and giving rewards.
- 3.3 Younger children should stick to their class groups and avoid mixing as much as possible with staff to re-inforce this behaviour through teaching, rewards and supervision.
- 3.4 Pupils are expected to wash their hands for at least 20 seconds with soap and water, and/or alcohol-based hand sanitiser:
  - Upon arrival at and departure from the school.
  - After being outside for play/lunch break
  - Before and after consuming food.
  - After using the toilet.
  - After coughing or sneezing.
- 3.5 Pupils are expected to maintain good hand and respiratory hygiene at all times while in school, to the best of their ability.
- 3.6 Pupils are expected to dispose of tissues using the litter bins provided.
- 3.7 Pupils are expected to use infection control provisions responsibly, e.g. using hand sanitiser as directed.
- 3.8 Pupils are discouraged from sharing equipment or toys which pose a higher risk of infection, e.g. play dough. Any equipment used will be sanitised afterwards
- 3.9 The school prohibits pupils from spitting, biting, purposefully coughing in another person's vicinity, or other behaviours that increase the risk of spreading infection, e.g. purposefully disposing of soiled tissues in an unsafe manner.
- 3.10 Pupils whose behaviour is purposefully contrary to the infection control measures in place will be disciplined in line with this policy.
- 3.11 Pupils who are deemed unable to fully adhere to infection control rules, e.g. some pupils with SEND or younger children, are not disciplined for poor behaviour in this regard – positive behaviour is reinforced using praise and rewards.
- 3.12 Members of staff encourage pupils who are deemed unable to fully adhere to infection control rules to practice good infection control behaviours to the best of their ability, through teaching, praise and supervision.

## **4. Social distancing**

### **General**

- 4.1 Pupils adhere to the social distancing measures put in place by the school.
- 4.2 Pupils form orderly queues, e.g. when waiting to use the toilets, using the two metre floor markings where necessary, and they are respectful and patient towards their peers.
- 4.3 Pupils are expected to:
  - Refrain from close contact with people who display symptoms of coronavirus.
  - Remain at least two metres apart from other people, where practicable.
  - Remain within their assigned groups.
- 4.4 Where it is not practicable for pupils to remain two metres apart from others, they are expected to maintain as much distance between themselves and others as possible and to ensure their time in close proximity to others is limited.
- 4.5 Pupils are placed into classes of no more than 15 pupils and they are not permitted to mix with other pupils outside this class, unless instructed to do so by their class teacher.
- 4.6 Pupils whose behaviour is purposefully contrary to the school's social distancing measures are disciplined in line with this policy.
- 4.7 Pupils who are deemed unable to fully adhere to social distancing measures, e.g. some pupils with SEND or younger pupils, are not disciplined for poor behaviour in this regard – positive behaviour is reinforced using praise and rewards.
- 4.8 Members of staff encourage pupils who are deemed unable to fully adhere to social distancing measures to keep away from others, to the best of their ability, through teaching, praise and supervision.

### **Lunchtime arrangements**

- 4.9 The school expects pupils to respect the health and safety of catering and canteen staff and to follow all infection control and social distancing rules put in place. children will not be using the dining room as lunch will be either brought from home or kitchen staff will deliver to classrooms.

### **During sports and exercise activities**

- 4.10 The school expects pupils to follow all social distancing and infection control measures during sports and exercise activities, both indoors and outdoors.
- 4.11 Pupils are expected to remain at least two metres apart, or as far as is practicable, from others when using changing rooms or other dressing and washing facilities.
- 4.12 The school does not permit close-contact sports, play or activities at this time.
- 4.13 Pupils who purposefully take part in close-contact sports, play and activities, or whose behaviour purposefully poses a greater risk of infection, are disciplined in line with this policy.
- 4.14 Pupils who are deemed unable to adequately follow social distancing or infection control measures during sports, activities and play are not disciplined – correct behaviour is reinforced by a member of staff.

### **During collective worship**

- 4.15 Pupils are expected to follow all social distancing and infection control rules during assemblies and collective worship.

## **5 Moving around the school**

- 5.1 The school expects all pupils to move around the school following the school's arrangements, e.g. using one-way systems.
- 5.2 The school prohibits pupils from lingering in walkways, including stairs, and other communal areas without good cause.
- 5.3 Pupils are expected to move directly from one destination to the next at the times allotted to them and in their assigned groups,
- 5.4 Pupils may leave the classroom to use the toilets or other sanitary facilities one at a time, with permission from a member of staff.
- 5.5 Pupils who purposefully and continuously linger in walkways and communal areas without good cause are disciplined in line with this policy.

## **6 Ill health and infection**

- 6.1 The school expects pupils to report to a member of staff as soon as possible if they are feeling unwell and showing symptoms of coronavirus, or believe a peer is showing symptoms of coronavirus.
- 6.2 Any bullying or harassment towards pupils who have had, currently have, or are suspected to have coronavirus is not tolerated – this behaviour is addressed in line with this policy and the Anti-Bullying Policy.
- 6.3 The school allocates a suitable area (Learning Mentor's Room) that can be used to isolate a pupil who shows symptoms of coronavirus whilst they wait for their parent or primary carer to collect them.
- 6.4 Pupils who have been advised to self-isolate at school while waiting to go home are expected to follow all infection control and social distancing rules in place and must not leave the area used to isolate them until their parents or primary carer picks them up.

## **7 The school premises**

- 7.1 Pupils are prohibited from entering areas of the school that have been closed for cleaning, social distancing, or infection control purposes.
- 7.2 Pupils who purposefully access prohibited areas of the school without permission are disciplined in line with this policy – pupils who are deemed unable to fully adhere to these restrictions are not disciplined and the correct behaviour is reinforced instead.

## **8 Breaktime and lunchtime arrangements**

- 8.1 The school expects pupils to adhere to social distancing and infection control measures, to the best of their ability, during lunchtimes and breaktimes.
- 8.2 Pupils are expected to take their breaks and lunchtimes at phased times, within their permitted class/bubble groups and only in designated areas.

- 8.3 Pupils are not permitted to gather in groups larger than 15 at a time and must not mix between groups, unless authorised by the member of staff responsible for a given group.

## 9 School uniform

- 9.1 The school does not expect all pupils to wear uniform while in school.
- 9.2 Parents should ensure that their children attend school in clean clothes each day – parents are advised to avoid sending their child to school in clothing that cannot be machine washed in line with government guidance. Suitable garments must be worn that fulfil the following requirements:
- They are practical for school
  - They do not display words, logos or graphics that are considered offensive

## 10 Managing the behaviour of remote learners

- 10.1 Pupils who are learning remotely off-site are expected to adhere to this policy where applicable.
- 10.2 The school expects pupils who are learning remotely to uphold good behaviour at all times and to:
- Check in regularly on the online register. Complete some work that has been suggested by the class teacher or parent and to upload to Seesaw in a timely manner, or else to the best of their ability.
  - Keep all communication polite and appropriate.
  - Not misuse or mistreat the resources or technology utilised for the delivery of remote learning.
  - Report any issues, including harassment or bullying from their peers, to their teacher.
- 10.3 The school recognises that some sanctions are unable to be given to pupils learning remotely and that adjustments to the actions outlined in section 13 of this policy may be in place.
- 10.4 Where discipline must be deferred until the pupil returns to school, the **headteacher** informs the pupil's parent via **letter** and the pupil will be disciplined when it is safe to do so.

## 11 Exclusions

- 11.1 All poor behaviour is addressed in line with this policy and discipline remains rational, reasonable, fair and proportionate.
- 11.2 Persistent poor behaviour, including the persistent, purposeful refusal to follow the school's social distancing and infection control rules, may result in the pupil being excluded from school in the interests of the health and safety of the pupil and others.
- 11.3 The headteacher retains the power to exclude pupils on disciplinary grounds – all exclusions and their arrangements are carried out in line with the Exclusions Policy, where practicable.
- 11.4 Where an excluded pupil is considered vulnerable or is the child of a key worker who cannot be safely cared for at home, the headteacher liaises with the LA and the pupil's parents as soon as possible to discuss what reasonable adjustments can be put in place, taking into consideration the pupil's safety and the safety of others.
- 11.5 The headteacher liaises with the LA and the parents of a permanently excluded pupil to arrange alternative provision to minimise any breaks in education.
- 11.6 The timeframes set out in the Exclusions Policy remain in force, where practicable. This applies to all exclusions, including those that were issued before 23 March 2020.

- 11.7 Where a deadline cannot be met, meetings and panel hearings may take place even if the relevant deadline has been missed – where necessary, the governing board decides whether any meetings should be delayed.
- 11.8 The governing board takes reasonable steps to ensure that meetings are arranged for a time when all parties are able to attend or attend virtually.

## **12 Rewards and discipline**

- 12.1 Rewards and discipline are given in line with this policy, where practicable – discipline that cannot be given with immediate effect to remote learners is carried out in line with section 10 of this appendix.
- 12.2 Staff ensure that any rewards given adhere to the school's infection control and social distancing measures.
- 12.3 The school understands that pupils may have had different experiences during the coronavirus pandemic and that this may affect how pupils re-adapt to a school environment and its routines.
- 12.4 Where the school recognises that a pupil's challenging behaviour may be linked to their experiences during the coronavirus pandemic, e.g. bereavement, it acts in line with relevant policies and ensures adequate wellbeing support is offered.

## **13 Close contact behavioural management**

- 13.1 Behavioural management which requires the use of reasonable force or restraint as a last resort is carried out in line with the Positive Handling Policy.
- 13.2 The school recognises that social distancing and infection control measures cannot be adhered to using reasonable force or exercising restraint on a pupil to control their behaviour to prevent them posing a significant risk to themselves or others.
- 13.3 Once a pupil no longer needs to be restrained for the safety of others or themselves, staff continue to adhere to the social distancing and infection control measures put in place.
- 13.4 If a member of staff develops coronavirus symptoms after using restraint or reasonable force, they are sent home immediately and advised to test for coronavirus.

## **14 Monitoring and review**

- 14.1 This appendix is reviewed in reaction to any new government advice by the headteacher.
- 14.2 The date of the next review is September 2020.
- 14.3 Once the school resumes regular activity, and if deemed appropriate by the headteacher, all sections within this appendix will expire.

**Our Relationship and Behaviour Policy : Be Ready Be Respectful Be Safe**

**Additional rules from this appendix to be displayed under the 'Be Safe' rule :**

**Stay Apart Hands Clean**