



# Behaviour Policy: Coronavirus Addendum

**Approved by:**  
Jane Maclennan

**Date:** 03.08.2020

**Last reviewed on:**  
03.08.2020

**Next review due by:**  
21.09.2021

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## 1. Scope

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.

## 2. Expectations for pupils in school

### 2.1 New rules

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 Jane Maclennan Acting Head, if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements and support them to integrate back into school life.

- Students will come to school on a staggered timetable for the first two weeks of the new term, this will be reviewed. By week three, all students will be in school on a full time basis.
- When students arrive at the school they will have their temperature taken at reception.
- Students will be able to have breakfast but will not be able to get this themselves. Staff will manage the catering at all times.
- Students will be asked to stay away from the cookers and sinks in the break room.
- Students will be expected to sanitize their hands on entering different parts of the building. There are sanitizers in every area.
- Students will also be asked to sanitize on entering and exiting a classroom.
- Students will be expected to wash their hands before eating and when using the toilet.
- As we are a very small school students will be able to socialise with their friends at break and lunchtimes but they will be asked to keep a meter distance between them.
- We will operate a staggered system for lunch times so that all students and staff are able to eat safely.
- Students will not be able to congregate in the corridors at break times so classrooms will be made available for additional space.
- Students will only be able to leave the classroom with the consent of the teacher or TA and will be escorted.

- Each Classroom will have a supply of tissues. Students will be made aware of ('catch it, bin it, kill it') for sneezing and coughing, and advised to avoid touching their mouth, nose, eyes and hands.
- Students will be asked every day, how they are, and will have a key worker/form tutor to speak to should they not feel well experiencing symptoms of coronavirus.
- Students will be provided with their own pencil cases to avoid over usage of equipment.
- Students will be able to use the toilet, one at a time. This will be monitored during break and lunch times.
- Coughing or spitting at another person is a serious breach of the schools rules and could result in the student being educated away from their peers.

## **2.2 Rewards and sanctions for following rules**

To help encourage pupils to follow the above rules, we will:

Reward students in line with our Future Education merit system. Parents will be made aware and certificates will be awarded at the end of each week in assembly.

However, if pupils fail to follow these rules, we will follow the behaviour policy of Future Education.

It is important to distinguish between accidental incidents and purposeful rule breaking. In the case of deliberate attempts to harm others, the school will sanction the student in line with our behaviour policy.

## **2.3 Attendance**

- Expectations for attendance – the government says attendance will be mandatory from September. If a child is unable to attend school, it is imperative that parents inform the attendance team by 9.00on that morning and provide a valid reason.

# **3. Expectations for pupils at home**

## **3.1 Remote learning rules**

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 Jane Maclennan. Acting Head Teacher, 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.

Students will be asked to:

- Be contactable during required times – We understand that a student will not always be online.
- 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.
- In event that a student is remote learning, Future Education will offer daily support to students, parents and carers. This will consist of daily phone calls, home visits and online support.

## **4. Monitoring arrangements**

We will review this policy as guidance from the local authority or Department for Education is updated, and as a minimum every 3 to 4 weeks during term time by Jane MacLennan Acting Head Teacher. At every review, it will be approved by the full governing board.

## **5. Links with other policies**

This policy links to the following policies and procedures:

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