



Together we shine

TEMPLE *Grafton*

C of E Primary School

**COVID 19
School arrangements
for Behaviour
Annex 1**

Additional school rules:

- Wash your hands regularly
- Try your best to stay apart from others
- Stay inside your class 'bubble' all day - especially at break and lunchtime
- Tell an adult if you feel unwell
- Catch it, kill it, bin it!
- Do not bring things in from home or take things home with you from school
- Come to school and leave only using the gates you have been shown and follow the one-way system
- Follow our Golden Rules well

1. Context

From 20th March 2020, parents were asked to keep their children at home, wherever possible, and for schools to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

This addendum of the Temple Grafton C of E Primary School Behaviour policy contains details of our individual arrangements in the following areas:

- ◆ ***Context***
- ◆ ***Vulnerable children***
- ◆ ***SEND children***
- ◆ ***Challenging behaviour***
- ◆ ***Pupil conduct and wellbeing***
- ◆ ***Changes to school rules and routines***
- ◆ ***Online safe behaviour in schools***
- ◆ ***Online safe behaviour at home***
- ◆ ***Staff conduct and wellbeing***
- ◆ ***Parent conduct and wellbeing***

Context

At Temple Grafton C of E Primary School, we aim to maintain a secure, caring and stimulating environment in which children are encouraged to have respect for themselves and each other. Whilst expectations in the current Behaviour Policy remain pertinent and are to be still reinforced. It is necessary, in light of the Covid-19 pandemic, to make some adjustments for the safety of all pupils and staff.



These adjustments are set out below:

Vulnerable Children

A proportion of vulnerable children are currently in school daily. The routine for these children has been devised based on their needs and will continue as school opens to a wider number of children. Certain vulnerable children are currently at home. Some of these children are at home as their parents do not feel it is a safe time to return to school. All pupils are risk assessed and assessed as safe in the school or home environment. DSL calls are made to any vulnerable children at home weekly.

SEND children

As above some SEND pupils are currently in school daily. Individual work packs are being produced and sent home for certain SEND children that are at home and that cannot access the usual home learning tasks. Children within school are grouped with known staff and supported by appropriate adult ratios to individual needs.

Challenging Behaviour

Reasonable adjustments will be made for children with more challenging behaviour and a risk assessment will be completed. These will be age dependent. This will be discussed with the parents before returning to school. See stepped approach at the end of this document.

Pupil Conduct and Wellbeing

The school's usual behaviour rules for pupils are still relevant in the new school scenario, however, there are additional rules and routines pupils must now be aware of and follow. These will be shared regularly with the children. Any pupil unable to follow the school's current and amended rules may be unable to attend the school setting. During this time in school, staff are not expected to use TeamTeach techniques and should ask for advice from the Heads of School if a difficult situation arises.

Pupil wellbeing is paramount during their time in school. Children will be anxious over having missed school and their friends, ongoing news about the virus, bereavements and more. All children will be in small groups and have two adults to safeguard them during their time in school. Part of the children's curriculum will be PSHE to discuss their worries and concerns. A DSL and Deputy will also be onsite daily to act on any concerns causing alarm.

If a child feels unwell, have been sick or they think they have a temperature, they will be reminded to tell an adult quickly.

The children will be reminded regularly not to bring things in from home or take things home with them from school. This includes reading books, pens and pencils. The only things that can come into school and go home are their lunch boxes and water bottles.

The school references the following government document in its plans for wellbeing of all.
<https://www.gov.uk/guidance/supporting-pupils-wellbeing#staying-in-contact-with-and-identifying-staff-who-need-additional-support>

Changes to School Rules and Routines

Arrivals, Departures and Moving round the school

Children will enter school through their designated entrance.

At their designated home time, children will leave the building from their designated exit. They will leave with the class teacher who will release them to their parents who will be waiting outside the perimeter fence again keeping their distance.

Movement around the school will be limited. When the children leave their classroom to go outside for breaks or outdoor learning, they will ensure they maintain their distance from peers and adults. Children will follow an adult from their classroom on their designated route.

Handwashing and Hygiene

Children will be expected to follow all handwashing and hygiene routines while in school. Children will wash hands/use antibacterial gel as entering school, before and after eating and at regular intervals during the day.

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.

Social Distancing

Children who are old enough, will be expected to socially distance from their peers and adults in school and on the playground/bank at all times. Older children will have their own table spaced as far apart as possible. When children enter their classroom, they will be expected to go straight to their table and nowhere else in the room. Children will put their hand up if they need an adult's support, they will not get out of their seats without asking.

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. In this situation staff will ensure that contact will be minimized and that direct physical contact is discouraged.

Toilets

No more than 2 children from the same bubble will use the toilets one at a time and where possible be supervised by an adult along the corridors. When a child has finished in the toilet, they must wash their hands.

Break and Lunch 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 break times. Children must stay on the zones in sight at all times.

Lunch will be eaten outdoors when the weather permits or in their classrooms. Children will eat at their table or in their own space. Children will have packed lunches they have brought in or had provided through school.

Online Safe Behaviour in School

The school's current acceptable use policy and online safety policy is still in place. Reminders have been sent to all parents about Warwickshire welearn365.com safety along with our online safety rules.

Online Safe Behaviour at Home

Resources about keeping children safe online have been shared with parents. The school staff set work through the school TEAMS website. Staff are not interacting with children in any 'live' lessons. If interacting with other children or staff online, children (and staff) should always be kind and respectful to each other and respectful and obedient to staff, remembering at all times that that staff are not 'friends' with, or peers to, pupils. Any inappropriate comments to staff online, via email, 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.

Staff Conduct and Wellbeing

The school's usual staff code of conduct is still relevant in the new school scenario. Staff are working in a new way, following new guidelines and their mental wellbeing is paramount. Staff have been consulted over the school's risk assessment and allowed to voice concerns over returning. The school's opening plan has taken into consideration staff viewpoints and union guidance. Staff will always work in pairs within groups to ensure they are supported by another and are able to take their break. Staff can access mental health resources if needed here: <https://www.gov.uk/guidance/supporting-pupils-wellbeing#staying-in-contact-with-and-identifying-staff-who-need-additional-support>

Staff must adhere to the 2 metre social distancing rules in place and remind children of these where needed, for their and the children's safety. It does state in Government guidance that children might not be able to maintain 2 metre distancing and where this is not always possible, staff will ensure that contact is minimised. Staff must take care to make sure that children follow this with regards to themselves, with gentle reminders. There may be times when children go to staff upset and need to be comforted in an age appropriate way. Communal areas such as staff toilets and the staffroom must be used by a limited number of staff at any one time.

Staff must continue to adhere to the Government guidelines about social distancing outside of school, in order to protect themselves and other members of the school community.

Parent Conduct and Wellbeing

Parents have been updated throughout the period of school closure. Teachers support parents in the following ways:

- Weekly class chats via TEAMS. Each time class chats are organised the following safeguarding requirements are stressed to children and parents

Please make sure you follow the safeguarding guidelines:

- There must be an adult physically present in the room with your child during the session.
- All participants' should be appropriately dressed.
- All participants should be in an appropriate location when joining the meetings (i.e. not bedrooms or bathrooms)

- Regular updates on their class TEAMS website,
- Regular emails to parents from staff emails
- Regular emails to parent mail accounts from the headteacher informing them of the latest Government advice/guidance and school's planning.
- Regular updates on the school closed Facebook page.

Parents of pupils who have returned/are returning to school have received clear guidance on the expectation upon them. Parents will be given a specific drop off and collection time and be advised about social distancing at these times. Parents are aware that they are NOT allowed into school at this time.

Parents are able to communicate with staff via the school office email and receive quick responses to queries.

Should a child refuse to follow these routines and is not adhering to the behaviour policy, then parents will need to work with the school to find the best solution to ensure the safety of their child and that of other children and staff.

As a last result, the school may use fixed term exclusions where a child is persistently breaking these rules.

Stepped approach to behaviour:

***These will all be age dependent.**

	Behaviour	Support offered - one or more of	Recording
Step 1 – Low	<p>Accidental Ignoring of instructions: e.g.</p> <ul style="list-style-type: none"> • not washing hands, • breaking social distancing rules, • leaving bubble at break and lunchtimes, • not putting tissues in the correct place, • bringing things in from home other than lunchbox or water bottle, • not telling an adult if they are feeling unwell • walking in the wrong place. 	<ul style="list-style-type: none"> ◆ Verbal reminder given to follow the additional rules in the first instance. ◆ 5 step approach set up 	<ul style="list-style-type: none"> ◆ No formal recording required
Step 2- Medium	<p>Deliberate refusal to follow instructions and/ or verbal confrontation</p> <ul style="list-style-type: none"> • refusing to wash hands, • breaking social distancing rules, • leaving bubble at break and lunchtimes, • not putting tissues in the correct place, • bringing things in from home other than lunchbox or water bottle, • walking in the wrong place. <p>In addition:</p> <ul style="list-style-type: none"> • threatening to spit at or bite another child or adult in school. 	<ul style="list-style-type: none"> ◆ Phone call to parents - provide them with additional materials to talk about additional COVID19 safety ◆ Action plan with Parent, Pupil, Teacher - Behaviour Action Plan (BAP) ◆ Discussion with SENCO ◆ 5 step approach 	<ul style="list-style-type: none"> ◆ Bubble leader records incident in an incident log book. ◆ Reflection sheet completed. ◆ Inform parents. ◆ Make sure HoS and CT is aware.
Step 3- High	<p>Very serious challenge to authority Repeatedly:</p> <ul style="list-style-type: none"> • refusing to wash hands, • breaking social distancing rules, • leaving bubble at break and lunchtimes, • not putting tissues in the correct place, • bringing things in from home other than lunchbox or water bottle, • walking in the wrong place. <p>In addition:</p> <ul style="list-style-type: none"> • spitting and biting another child or adult in school on purpose 	<ul style="list-style-type: none"> ◆ Talk to Head of School ◆ Discussion with SENCO ◆ External support ◆ Meeting with parent (socially distanced or via telephone). 	<ul style="list-style-type: none"> ◆ Letter home ◆ Racist incident report ◆ If exclusion, HoS will inform parents by phone ◆ Exclusion record