



## Behaviour Policy: COVID-19 Addendum

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### 1. Scope

The COVID-19 Addendum applies until further notice.

Unless covered in this COVID-19 Addendum, the current TGBS Behaviour Policy will continue to apply.

Should the official guidance or circumstances surrounding COVID-19 change, the COVID-19 Addendum will be modified accordingly. All amendments will be communicated to staff, parents/carers and pupils.

### 2. Expectations for pupils in school

#### 2.1 New rules

When in school, pupils are expected to follow the rules detailed below. The rules have been implemented to ensure the safety of our entire school community and must be adhered to at all times.

Staff members will be clear with the rules ensuring they are consistently enforced at all times. Parents are expected to be familiar with the rules, ensuring that their child follows the new procedures at all times. If a parent is concerned their child may not be able to comply with some or all of the rules, they are expected to contact Mr P Allaway who will consider alternative arrangements where possible.

- School will open for pupils from 08:15; pupils will not be permitted on-site before this time
- The school day will begin at 08:30 with the line-up process. Each year group will have a designated entrance and line-up area to avoid interaction with individuals outside of their year group bubble
- Pupils are not permitted to enter the school building unless accompanied by a staff member
- Pupils must sanitise hands as they enter the school building
- Pupils are not permitted to socialise with individuals outside of their year group bubble - each year group has a designated zone for social time. Pupils are not permitted to leave their designated zone during social time to avoid possible spread of any infection

- Where possible, pupils should maintain a physical distance from other individuals in lessons, when moving around the school building and during social time
- Staff members must maintain a 2 metre distance from pupils at all times
- Pupils are not permitted to engage in physical contact with other individuals
- Pupils must ensure a tissue is used when sneezing or coughing – tissues should be disposed of immediately once used - 'catch it, bin it, kill it'
- Where possible. pupils should avoid touching their mouth, nose and eyes
- Pupils who display symptoms of COVID 19 must immediately inform an adult in school
- Close face-to face contact must be avoided at times
- Pupils are not permitted to share equipment or other items, including drinking bottles
- Pupils are permitted to use the toilet during lesson time with a maximum 1 person at a time. Pupils must use the toilet located within their year group zone
- Pupils are not permitted to cough, sneeze or spit in the direction of any other person
- Pupils will comply with the rules set out in appendix 4 - classroom conduct and expectations and the consequences for failure to comply

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

The TGBS Rewards System will continue to operate in school. Pupils who adhere to and cooperate with the COVID 19 rules and expectations will be acknowledged through the TGBS Rewards System.

If a pupil fails to comply with the rules and expectations, appropriate sanctions will be strictly applied (see page 4 for details).

## **2.3 Changed rule**

The COVID-19 Addendum does not permit the use of the school's changing facilities located in the Sports Hall. Whilst PE lessons will continue to take place in school, pupils will be required to change into PE kit in their designated classrooms. This is to ensure adequate space is maintained between pupils when changing into their PE kit.

Pupils will take part in low intensity, non-contact sporting activities.

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

### **3.1 Remote learning rules**

If a pupil is not in school, the rules and expectations outline below must be adhered to at all times:

- Parents are expected to be familiar with the remote learning rules and expectations, ensuring that their child engages with the on-line curriculum at all times. If a parent is

concerned their child may not engage fully with the on-line curriculum, they are expected to contact Mrs S Arshad who will consider alternative arrangements where possible.

- Pupils must be contactable during 08:30 and 15:00 – we will however, take into account that pupils may not always be in front of a device the entire time
- Pupils must complete work to the deadline set by teachers
- Pupils must seek help if they need it, from teachers or teaching assistants
- Pupils must alert teachers if they're not able to complete work
- Pupils must use proper online conduct, such as using appropriate language in messages

### **3.2 Dealing with problems**

For pupils who do not adhere to the rules and expectations surrounding remote learning, we will contact parents/carers to help address the barriers to engagement. We will also provide 1:1 email contact between pupils and staff for whom work is not being completed.

### **4. Monitoring arrangements and links with other policies**

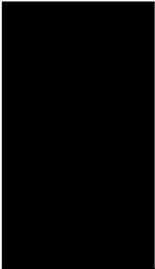
The COVID-19 Addendum will be reviewed every 4 weeks by Mr P Allaway. Should the official guidance or circumstances surrounding COVID-19 change at any point, the COVID-19 Addendum will be modified accordingly. All amendments will be communicated to staff, parents/carers and pupils.

This policy links to the following policies and procedures:

- Child protection policy
- Health and safety policy
- Attendance policy

## 5. Classroom expectations, non-negotiable rules and sanctions

Category	Concern Examples	Actions / Consequences
1	<ul style="list-style-type: none"> <li>Not taking responsibility to inform a member of staff if experiencing symptoms of COVID-19.</li> <li>Not following expectations about sneezing, coughing, tissues and disposal (in line with the 'catch it, bin it, kill it' message).</li> </ul>	<ul style="list-style-type: none"> <li>Staff members issue formal warning.</li> </ul>
2	<ul style="list-style-type: none"> <li>Not following instructions from any member of staff <b>once</b></li> <li>Not following correct school routine for arrival or departure – <b>once</b>.</li> <li>Not following rules about sharing equipment or other items – <b>once</b>.</li> <li>Not following instructions on hygiene, such as handwashing or sanitising – <b>once</b>.</li> <li>Not moving around school as per specific instructions – <b>once</b>.</li> <li>Not lining up or sitting following instructions to remain 2 metres apart wherever possible.</li> </ul>	<ul style="list-style-type: none"> <li>Staff members issue formal YELLOW Card – recorded on Class Charts under <i>COVID-19: failure to comply</i>.</li> <li>Parents/carers informed by telephone or email.</li> <li>Recorded on MyConcern under COVID-19 category. Number of incidents to be monitored on a weekly basis and repeat incidences escalated to Category 3.</li> </ul>
3	<ul style="list-style-type: none"> <li>Not following correct school routine for arrival or departure – <b>more than once</b>.</li> <li>Deliberately tampering with or touching another pupil's equipment or belongings.</li> <li>Deliberately tampering with hygiene materials such as soap or sanitiser.</li> <li>Deliberately tampering with bins or the contents of bins.</li> <li>Deliberately entering an area or zone that is out of bounds or which may compromise the health of other Pupils or staff.</li> <li>Deliberately acting against rules on physical distancing.</li> <li>Deliberately misusing toilet areas and facilities.</li> <li>Refusal to comply with a member of staff's instructions.</li> </ul>	<ul style="list-style-type: none"> <li>Staff members issue formal RED Card – recorded on Class Charts under <i>COVID-19: serious breach</i></li> <li>Pupils may be removed from lesson immediately</li> <li>Pupils may be placed with the SLT supervising their "bubble"</li> <li>Pupils may be sent home and a risk assessment will be completed to ascertain their date of return.</li> <li>Any instances of a pupils being sent home will be recorded formally as a Fixed Term Exclusion.</li> </ul>
4	<ul style="list-style-type: none"> <li>Deliberately coughing or spitting at another person.</li> <li>Any action that would usually require the need for restraint and which would severely compromise staff ability to remain socially distanced.</li> </ul>	<ul style="list-style-type: none"> <li>Pupils will be sent home immediately and a risk assessment will be completed to ascertain their date of return.</li> <li>Any instances of a pupils being sent home will be</li> </ul>



recorded formally as a Fixed Term Exclusion.
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**For breaches in classroom conduct not related to COVID-19, the TGBS In-class Behaviour System will be applied by staff members ensuring all incidents are recorded on Class Charts.**

**Classroom and around the building non-negotiables – to be displayed in classrooms**

- Pupils must sanitise hands on entry, regularly throughout the day and when asked by any member of staff.
- Pupils must remain in their seat maintaining a safe distance from others
- Pupils must not share equipment
- Pupils must not touch each other, physical distancing must be maintained
- Pupils must follow staff's instructions