

# Behaviour policy: coronavirus addendum

St Gabriel's Catholic Primary School



**Approved by:**

School Improvement  
Committee

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## Contents

|  |   |
|--|---|
| 1. Scope.....                              | 2 |
| 2. Expectations for pupils in school ..... | 2 |
| 3. Expectations for pupils at home .....   | 4 |
| 4. Monitoring arrangements.....            | 5 |

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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

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 child follows the new procedures that have been put in place. Parents should contact the Headteacher 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.

**Please note children/students should not come into school if they are displaying any of the following symptoms:**

- **a high temperature**
- **a new, continuous cough**
- **a loss of, or change to, your sense of smell or taste**

#### Good hygiene behaviour principles

- If a pupil needs to cough or sneeze they should do so into a tissue, and then dispose of this in the peddle bin provided - 'catch it, bin it, kill it'. They should then sanitise their hands, and refrain from touching their mouth, nose or eyes with their hands.
- Pupils are not to deliberately cough or spit towards any other person.
- If a pupil begins to feel unwell during the school day they should tell their teacher or teaching assistant immediately.

- Pupils will be asked to wash their hands before meal times.

## **Early Years, KS1 and KS2**

### Arriving at School

- Pupils and their parents should adhere to the 2m social distancing rule when travelling to school and entering the school site.
- Pupils will enter school through the main gates and wait at their designated time of arrival.
- Parents will not be allowed to enter the building.
- Pupils should not bring any belongings within them into school, apart from the lunch bag if required.
- Children will be met by a member of the teaching team at the main gate and will sanitise their hands on entry.
- We will check their temperature before entry into the classroom.

### Designated Classrooms

- Pupils should refrain from bringing unnecessary items to school with them and should not share any equipment with fellow pupils
- Pupils will remain in their designated classroom during the school day, and will only leave during set break times.
- Children will avoid movement around school, avoiding corridors of other classes where possible, keeping to the designated access points in and out of the building. E.g. classroom fire doors, KS1 and KS2 entrance/exit points

### Break Times

- When leaving their designated classrooms for their break, pupils must follow the teacher's instruction on exiting the building.
- During break times, pupils will remain within their class bubbles and be directed to their allocated space on the playing ground. Pupils will not be allowed to meet and socialise with pupils from other groups.
- Where possible during break times and whilst moving around the site, pupils must continue to adhere to the 2m social distance rule.
- Pupils will be allowed to use the toilets, keeping to one class bubble at a time. Times will be staggered to avoid congestion.

## Leaving School at the End of the Day

- Pupils will leave school at their designated prearranged time.
- Pupils and parents should continue to adhere to the 2m social distancing rule when leaving the school site, and maintain 2m distances from fellow pupils and parents.
- The school recommends students leave the site and continue their journey home immediately.

## 2.2 Rewards and sanctions for following rules

To help encourage pupils to follow the above rules, we will be supporting them by clearly demonstrating the new procedures when they return to school, and praising them for their good behaviour and following the reward system within the Behaviour Policy.

However, if pupils fail to follow these rules, we will follow the usual steps within the Behaviour Policy.

We do understand that it will take pupils time to fully embed the new procedures when in school, and we know that pupils may on occasion accidentally forget to follow the new rules, therefore, staff will be on hand to support pupils in those first days back at school to ensure they quickly remember these new ways of working.

If a child purposefully breaks these rules, and this could affect the safety and wellbeing of other pupils and staff within the school, then this will be dealt with by the Headteacher and escalated through the sanctions within the Behaviour Policy.

## **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 their class 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.

### Early Years, Key Stage 1 and Key Stage 2:

- Try and complete work to the deadline set by teachers
- Seek help if they need it, from teachers or support staff
- Alert teachers if they're not able to complete work
- Use proper online conduct, such as using appropriate language in messages

During live lessons, pupils are expected to behave appropriately by:

- ✓ Being on time
- ✓ Having books and stationary ready before class begins
- ✓ Muting their microphone when asked
- ✓ Turning on their camera when asked
- ✓ Maintaining eye contact when asked
- ✓ Raising their hand to ask questions, or using the relevant online class participation feature
- ✓ Refraining from eating or drinking during the live lesson unless given permission by their teacher
- ✓ Appropriately dressed
- ✓ Not disrupting the lesson for others (for example, by messaging about something other than school work)

### **3.2 Dealing with problems**

If there are any problems with pupils adhering to rules around remote learning, including if they don't engage with the remote learning set for them, we will:

Add details of how you'll follow up on this. You'll likely want to get in touch with parents and see if there's any issues you can help them address.

### **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 Michael Mitchell (Chair of Governors). At every review, it will be approved by the full governing board.