



Behaviour and Discipline Policy: COVID-19 addendum

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 Alasdair Black (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 and support them to integrate back into school life.

- In the morning children are to arrive at their classroom door between 8.50am and 9am. They are to wait there and not play with children from other year groups.
- At the end of the school day children must leave the site as soon as possible.
- Children must wash or sanitise their hands upon arrival at school and regularly throughout the school day. (The DfE and PHE's guidance states that "schools must ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms, and before and after eating.")
- Children are only allowed to play with children from their own year groups at playtimes and lunchtimes, which are staggered.
- Children are only allowed on their specified play ground at playtimes and lunchtimes.
- Children are only allowed to use toilets one at a time and must knock before entering.
- Children must wash their hands when finished using the toilet.
- When using the toilets children can only use the one for their year group.
- Children must follow any one way systems in place.

- Children must not move any classroom furniture unless specifically asked to do so.
- Children will sit where directed at lunchtimes.
- Children will only use their own equipment in class and will alert an adult if they need additional equipment (eg pencils, rulers, rubbers)
- Children must not cough or spit at or towards any other person.
- Children must tell an adult immediately if they start to feel unwell.
- If a child needs to sneeze or cough they should use their elbow if they cannot wait until they have a tissue. When using tissues they should follow the 'Catch it, bin it, kill it' protocol and place the tissue in the nearest bin as soon as possible.

2.2 Rewards and sanctions for following rules

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

Reward children with teacher awards, house points, stickers and other rewards listed in the Behaviour Policy. Prizes and certificates will be presented in class as there won't be any assemblies for the foreseeable future. Headteacher awards will continue but will be presented in class. These will continue to be included in weekly newsletters

However, if pupils fail to follow these rules, we will:

Speak with their parents to alert them to any problems.

Restrict their free time at play times and lunchtimes. Any sanctions will take place within year groups rather than the current system of Time Penalties where KS2 children might spend time with children from other year groups.

NB Any pupil who persistently fails to follow the social distancing guidelines that are in force due to the pandemic, bites, spits at or scratches anyone will be sent home and may be excluded until social distancing is no longer required and their behaviour no longer puts others at risk. This is to protect the pupil, their peers and staff from possible infection.

2.3 Changed rules

During the Summer Term attendance was not compulsory. From September 2020 all children are required to attend school every day unless they are unwell or have a medical appointment.

Key workers' children were not required to wear school uniform during the Summer Term. All children are now expected to wear their school uniform again.

3. Expectations for pupils at home

3.1 Remote learning rules

If pupils are not in school due to a local lock down 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 Alasdair Black (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 and support them with their learning.

- Be contactable during the school day (9am – 3.20pm).
- 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.

- Follow the school online safety procedures.

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:

Discuss with the pupil.

Contact parents and see if there's any issues they 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 half term by Alasdair Black (Headteacher). 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
- Moat House Primary School COVID-19: Operational risk assessment

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| Written by: | Alasdair Black | Date: 25th August 2020 |
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| Approved by Governors: | Sandra Horton | Date: 26th August 2020 |
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| Last reviewed on: | 25.08.2020 |
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| Next review due by: | 23.10.2020 |
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