

## COVID 19 Addendum Behaviour Policy

### **COVID 19**

This addendum was created in June 2020 and will be updated as and when necessary, in line with both local and national guidance regarding the COVID 19 pandemic. This addendum aims to clarify practice around behavior, as schools start to welcome back more pupils over the forthcoming weeks and months.

### **Introduction**

Despite the on-going pandemic, we still expect and encourage all of our pupils to aspire to the highest levels of academic, social and physical achievements, so that they will develop independence, confidence and fulfil their true potential.

We understand that this global crisis will have, at some point, affected every member of our community. We acknowledged that many pupils, parents and staff will feel worried, stressed or anxious about returning to school. However, we are confident that if everyone follows the advice and guidance, plus adheres to the new control measures the risks will be minimal.

The health, safety and wellbeing of our entire community has, and always will be an important aspect of Hull Collaborative Academy Trust (HCAT), and this level of commitment will not falter during this period of uncertainty.

It is important that all our pupils continue to adhere to individual school's Behaviour Code, plus schools uphold the Trust's restorative principles, in addition to these revised protocols.

### **Arrival and Departures**

Staff at individual schools will communicate to pupils and parents expectations on start and finish times, plus drop-off and pick-up points will be communicated to pupils, parents and staff by individual schools. When pupils arrive, they should be moved swiftly into the designated area and welcomed by staff. To avoid overcrowding during this time, pupils may be given an allocated time slot, which we will ask parents/carers to follow, in an attempt to keep themselves safe, as well as other pupils, parents and staff.

To aid smooth and safe arrival system, staff should not hold conversations with parents/carers during peak times. However, this does not mean that effective communication will not take place. Individual schools will advise parents/carers on the safest, and best way to share any issues.

Departure from school will take place in the same area as drop-off. Parents/carers arriving to collect their children must be asked to social distance (at least 2 meters apart) in an allocated outdoor area. Younger children will be individually handed over to parents/carers and asked to stand behind outdoor markings on approach to the external door.

At the end of school day, secondary aged pupils must vacate promptly and not linger on site. Any groups of more than two pupils will be dispersed by staff and reminded of the importance of social distancing.

All staff should keep interactions with other 'Class Bubbles', including staff to a minimum, as this will help protect all parties, plus prevent cross contamination.

### **Hygiene**

The Government advice has constantly been that regular handwashing is key to help prevent the spread of the virus. It is, therefore, important that this continues to be maintained by both staff and pupils throughout the day, whilst at school.

On arrival, pupils must wash their hands for at least 20 seconds, which will be safely coordinated by staff. In addition, it is imperative that following anytime away from the allocated classroom, pupils wash their hands again at designated stations before recommencing lessons. All classrooms will have a supply of hand sanitizer, tissues, disposable paper towels and lidded waste bins.

Pupils must be reminded about using tissues, for cough and sneezes, plus how to safely dispose of used tissues - '**Catch it, Bin it, Kill it**'. To help contain infection, pupil must wash their hands with either soap and water or hand sanitizer, after disposing of used tissues. Any staff who are supporting children with hygiene, must also ensure they follow the same routine and wash their hands thoroughly.

### **Restricted movement around the building**

In order to operate a safe learning environment, children will remain in the same class, with their fellow pupils, and allocated staff, which will become their 'Class Bubble'. Pupil will learn, exercise and dine in the same 'Class Bubble' through the day, as access to other parts of the school site will be limited. Again, this measure is in place to protect each cohort of children accessing the site. If movement to other areas of the school building is necessary, the school will have a planned one-way system, which all pupils and staff must follow. Only in the event of an emergency, would this be altered. Any pupil not following this system must be reminded, at an age appropriate level, of the reasons why these measures are in place, or be warned of possible sanctions if they continually break this rule.

Schools will stagger break/playtimes, plus lunchtime period to allow as much space as possible in outdoor or communal areas. This process will help reduce interactions with other 'Class Bubbles', thus reducing the possibility of cross contamination.

It is highly likely that in the short term, areas of the building will be out of bounds to both staff and pupils. These areas will be visually zoned off to restrict entry and anyone entering these areas, without permission, will be warned and/or a sanction imposed, in line with the existing Behaviour Policy.

### **Classroom activities**

To ensure classrooms remain as sterile as possible throughout the day, the school will be taking steps to maintain high levels of cleansing on all hard surfaces. All soft furnishing and equipment will have been removed and will remain out of the classroom area for the foreseeable future. It is extremely important that children and young people do not share any personal items or school equipment (pens, pencils, rules etc) with any other member of their 'Class Bubble' or external to their 'Class Bubble' during lesson time, break or lunch. In the event of pupils passing items between themselves, staff should remind them of the expectations and ensure all parties wash their hands with either soap and water or hand sanitizer, as soon as possible.

Initially, 'Class Bubbles' will not exceed more than 10 pupils.

We acknowledge that some of our younger population or pupils with special educational needs may not fully understand the importance of social distancing and therefore, staff

must educate and encourage pupils to stay at a safe distance from their peers both within the classroom environment and during outdoor activities . Older pupils should have a greater concept of social distancing and must adhere to this at all times. Any pupil/s who persistently flouts this measure will be warned and/or sanctioned accordingly, as per the existing Behaviour Policy.

### **Risk Assessments for Education, Health and Care Plan (EHCP)**

All pupils with EHCP will have had a risk assessment to determine whether it is safe, or safer for them to return to school.

Any member of staff working with a child, who is in receipt of an EHCP, will be given a copy of the risk assessment and briefed accordingly by the SENCo on how to safely support the child's needs.

There may be children who struggle to self-regulate their behaviour and the added stress or anxiety of returning to school may be difficult for them, which could lead to them displaying behaviours previously not seen. In these circumstances, the SENCo will modify the risk assessments to ensure any new triggers are recorded, plus appropriate actions to be taken to best protect the child and also the member of staff/s who will be supporting them.

If a child's behaviour is placing themselves or others at risk of harm, staff must consider the safest way to de-escalate the situation. This could include:

- Encouraging the child to leave the classroom with a member of staff and be taken to a calm/safe area,
- Safely removing other children from the classroom to a designed area,
- Usage of Personal Protective Equipment (PPE), especially if the child is extremely distressed and physical contact is required.

Following any incident, where physical intervention has been used, the school should follow the normal procedures, as per the physical intervention policy, plus review the risk assessment.

### **Unacceptable behaviour related to COVID 19**

Now more than ever it is important that we unite and show high levels of respect to on another.

The school will not, and cannot tolerate behaviours that may place members of our community at risk of contracting Coronavirus. Any child or young person who spits or coughs at or towards others, or even threatening to carry out this act may be at risk of fixed or permanent exclusion. Furthermore, if any another extreme behaviours are displayed, including hitting, kicking, punching etc, which places pupils or staff at risk, a conversation will take place with parents/carers to determine whether attendance should continue until the school is fully re-opened.

### **Remote learning**

Our schools we will endeavour to ensure that pupils continue to receive a good level of education 'beyond the classroom' by providing a range of resources via our website and learning portals.

We expect pupils to follow the same principles, as outlined in the school's Acceptable User policy, whilst learning at home.

If schools choose to communication with pupils over the coming weeks/months via Zoom, Teams, Skype etc then it is important that this is only carried out with the approval of the

Headteacher or Senior Leader. Pupils must uphold the same level of behavioural expectations, as they would in a normal classroom setting.

Any significant behavioural issues occurring on any virtual platform must be recorded, reported and appropriate sanction imposed, which may include temporarily suspending access to group online learning. For all minor behavioural incidents, these should be addressed using the normal restorative approaches.

Staff should be mindful that when dealing with any behavioural incidents, online, opportunities to discuss and repair harm will not be the same as if the child or young person was in school. Therefore, it may be necessary to have a discussion with the parents, regardless how minor the incident, to ensure the child is emotionally well supported.

### **General Note for incident in school or online**

- At every stage the child should be involved in or informed of the action taken
- Urgent or serious incidents should be referred straight to the head teacher, or a member of SLT
- If necessary, refer to the other related internal policies eg Anti-Bullying, Child Protection, E-Safety etc
- Normal recording systems on CPOMS should continue. Entries should be factual and action/follow up recorded also.

### **Rewards**

Individual school rewards systems remain in place, but celebrating pupils achievements, or acts of kindness will, in some instances, be revised for the foreseeable future (ie Praise assemblies). However, it is important that regardless of whether the child is attending school, or accessing learning remotely that they are recognised accordingly for their accomplishments.

*Annex A – Revised reward system.*

### **Mental Health**

Pupils and staff mental wellbeing may have been severely affected during to the Coronavirus outbreak due to various reasons.

In times of uncertainty, it is vital that we support, encourage and guide one another, plus look out and care for everyone in our school community.

Each school has dedicated staff to support children, and staff, if they needed.

As children and staff return to ours settings, it is important that they are provided the opportunity to talk openly about how they feel, or are feeling as we adjust, plus offer strategies of how manage any worries or anxieties.

The Department for Education (DfE) have suggested additional ways of how we can support mental wellbeing, which include:

- opportunities for children to talk about their experiences of the past few weeks
- opportunities for one-to-one conversations with trusted adults where this may be supportive
- some refocussed lessons on relevant topics, for example, mental wellbeing or staying safe
- pastoral activity, such as positive opportunities to renew and develop friendships and peer groups
- other enriching developmental activities

If staff have concerns for the wellbeing of any child, they must inform either the school Emotional Wellbeing Officer, or Designated Safeguarding Lead, if they believe that the child is a significant risk.

**Monitoring and review**

This policy has been issued to provide advice and guidance on managing behaviour effectively, as school commence re-opening. It is not possible to provide guidance on every eventuality and therefore, staff should be encouraged to use their professional judgements and/or seek advice from a member of senior leadership or other designated member of pastoral staff, if required.

This policy will remain under constant review until such times where is it no longer required.

**Other related policies**

This addendum is for use during the Covid-19 partial school closure, and should be used and read in conjunction with policies such as: the Anti-Bullying, Behaviour, Bereavement, Child Protection/Safeguarding, Health and Safety, Intimate Care, Physical Intervention and Special Educational Needs.

**Annex A**

**Revised Reward Systems**