

The Priory School



Behaviour Policy: COVID-19 addendum

Monitoring	Frame of engagement	Date
Member of Staff Responsible	Assistant Headteacher NB	
Consultation Parameters	Staff, LA, DfE	September 2020
Approval	Link Governor for Pupil Related Matters,	September 2020
Uploaded to Website		

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1. Scope

This addendum applies until further notice.

Unless covered in this addendum, our normal behaviour policy continues to apply.

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. These rules pertain to measures such as observing a one-way system when directed, observing social distancing and maintaining good hygiene. At the time of writing, it is not compulsory for students to wear face coverings, but if they choose to do so the covering must be of an appropriate design as set out in Mrs Pope's letter (28th. Coverings should be removed in classrooms.

Staff will be familiar with these rules and will 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 Mr Bucknall, Assistant Headteacher via info@tpstrust.co.uk 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.

Arrival and departure:

- Students must wear full school uniform each day. On days where they have a PE lesson, they should come to school in full PE kit (they may wear a school jumper over their PE kit if the weather is cold).
- Students must not travel to or from school in large groups and should observe appropriate distancing if walking/cycling with others. While traveling to and from school, students must be safe and use cycle paths and pedestrian routes appropriately.
- If students arrive to school by bicycle, they should lock their bikes up in their designated bike sheds, observing the 'small groups at one time' rule. Bikes should be securely locked within the sheds.

In lessons

- Students must stand behind their chairs in silence until directed by the teacher to be seated. This will apply both when students have moved between different classrooms and when they are remaining in the same room. It is probable that, due to teaching staff moving around widely, there will be very short periods of time where students are in a classroom waiting for the teacher to arrive. In these cases, we expect students to wait quietly and calmly, upholding the school's high standards

of behaviour. Students should get their lesson materials out while they are waiting so they are ready to start the school day.

- Students will be placed in a seating plan determined by the teacher and must remain in the seat they are allocated unless the seating plan is changed.
- When a one-way system is in operation, it should be observed at all times unless directed otherwise.
- Students will be expected to observe appropriate distancing measures and will be reminded about this by staff if they are not adhering to this important rule.
- Students must bring in their own equipment as directed as we will not be able to loan out items. Students must not lend their own equipment to others. Students without the correct equipment will receive a Behaviour Log, two Behaviour Logs in a week will result in a pastoral detention to be served with a Head of House
- Students will be allowed to leave lessons to go to the toilet (with a toilet pass) in order to reduce numbers of students using cloakroom facilities at break and lunch times. Students must wash their hands carefully before returning to lessons. If students from other year groups (bubbles) are in the cloakroom, 2 metre social distancing must be observed.
- During breaks and lunch times students will remain in their group and not mix with others from different groups. Students will have allocated external areas to use as well as their indoor bubble zone. When staying inside, students will be allowed to move between rooms within their own zone unless directed to move by a member of staff.
- If a student displays symptoms of COVID 19, they will be given a face mask and removed to the medical room where a member of staff will attend to them and call home to ask their parent/carer to collect them and organise a test.
- If a student begins to feel unwell whilst in school they must tell a member of staff immediately.
- Our high expectations of behaviour remain as they always have and we expect students to engage in their learning, using every opportunity to benefit from face-to-face contact with teaching staff.
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2.2 Dealing with incidents of poor behaviour in lessons

It is the responsibility of the class teacher to manage the behaviour of the students in their classroom and class teachers should be proactive in their response to classroom management. Classrooms are places of learning and we have high expectations of student behaviour in lessons. For instances of low-level disruption, the following process will be applied:

- a verbal warning (e.g. for talking, not focusing on work)
- 2 minutes outside the classroom
- moved within class (if it is safe to do so)
- moved to work with Head of Department or other member of staff within a year group zone.

An academic detention may be given at any time during this process.

2.3 Detentions

If a student is set a detention to be served after school hours, they will be given a slip by the member of staff setting the detention, detailing the date, time, location and reason for the detention. This will be given to the student at least 24 hours before the detention and is the school's way of

communicating that the detention has been set. Therefore, parents/carers are expected to sign the detention slip in acknowledgement.

There are different types of detention; academic, pastoral and School. Academic detentions will be set by a class teacher for poor behaviour or lack of homework in a lesson. Pastoral detentions will be set by the Head of House for repeated lateness, uniform infringements, inappropriate use of a mobile phone or poor behaviour outside the classroom. School detentions are more serious and are always held on a Friday by a member of the Senior Leadership Team. A School detention may be set for students who miss academic or pastoral detentions, or for more serious poor behaviour.

Detentions are supervised by TLR holders within the school on a rota basis. Academic detentions are to be served on Tuesdays and Pastoral detentions on Thursdays. If a student fails to attend a detention, they will serve it on Thursday. Two missed detentions will automatically generate a School detention.

3. SEND

3.1

In the event that a pupil's behaviour warrants disciplinary action, the standard Behavior policy will be followed. Permanent exclusion will only be used as a last resort and must be reasonable and fair in relation to the offence. Where a child with a social worker is at risk of exclusion, their social worker will be informed and involved in relevant conversations. We will, as far as we are able, avoid permanently excluding any pupil with an Education, Health and Care Plan.

4. Expectations for pupils at home in the event of another period of lockdown or where students are unable to come to school due to shielding:

4.1 Remote learning expectations

If pupils are not in school, we expect them to engage with the work and tutorial sessions organised for them by their HOH or Tutor, and to contact their teachers and tutors if they are struggling. If parents/carers have concerns about the work set for their child, we would ask that they work with their child to encourage them to contact their teacher to resolve the matter.

When using online forums, such as 'meeting' with their tutor via Microsoft Teams, we expect students to adhere to the guidance set out by their teacher and to be respectful to all in the meeting.

5. Monitoring arrangements

We will review this policy as guidance from the local authority or Department for Education is updated or when any other official guidance is produced.

6. Links with other policies

This policy links to the following policies and procedures:

- Behaviour policy
- Exclusion policy
- Child protection policy
- Health and safety policy

COVID 19 return to school risk assessment