

The Priory School



Behaviour Policy: COVID-19 addendum

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

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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.

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 Mrs Knight, Assistant Principal 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.
- 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 the bike sheds, observing the 'one in, one out' rule. Bikes should be securely locked within the sheds.
- Students must go to their allocated entrance and queue up on the colour coded lines painted on the ground. When invited into the building they must either wash their hands thoroughly or use the sanitiser provided.

In lessons/supervised study:

- Students will have an allocated room which they will remain in throughout their time in school. They will also be allocated a desk or workstation; which they must use every time they attend unless directed to do otherwise by a member of staff.
- There is a clearly marked one-way system, which students and staff must follow at all times.

- 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.
- During breaks and lunch times (where applicable), students will remain in their group and not mix with others from different groups.
- 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.

2.2 Revised sanctions for students who do not follow the rules

All students are expected to follow the instructions above for safety purposes and so that learning is not compromised. Those who do not comply will be reminded of the rules and, if necessary, the following escalation process will be followed:

1. Verbal warning – initial reminder of the behaviour expected.
2. Second verbal warning – clear reinforcement of the behaviour expected and warning that further refusal to comply will result in being asked to stand outside the classroom.
3. Removal from the classroom for a short period of time, where the teacher will talk to the student and inform them that a detention will be set for the end of session 3 (from 11.50-12.10). If the student returns to the class and works exceptionally well, the teacher may revoke the detention.
4. If poor behaviour persists after removal from the class OR a significant one-off incident occurs, the Head of House on duty will be radioed to collect the student and remove them for the duration of the lesson. Depending on the nature of the incident, the student may remain in internal exclusion for the rest of the morning's sessions. Student Support may be called upon to talk with the student if there are concerns about their wellbeing. Contact home will be made at this point.

Students will not be sent home unless they are being formally excluded, in line with our current exclusion policy. In the event of an exclusion, school will contact home and explain the situation.

3. Expectations for pupils at home

3.1 Remote learning expectations

If pupils are not in school, we expect them to engage with the work and tutorial sessions organised for them, 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.

4. 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.

5. 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