



Sponne School COVID 19 Behaviour addendum

Issue Date:
Revision
Page

2020
June 2020
Page 1 of
5

COVID 19 Behaviour addendum

This addendum was created in June 2020 and updated in September 2020. It 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 behaviour, as we 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 acknowledge 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 and adheres to the new control measures, the risks will be minimal. The health, safety and wellbeing of our entire community continues to be the most important priority at Sponne School, and this level of commitment will not falter during this period of uncertainty.

It is important that all our pupils continue to adhere to Sponne School's Behaviour Code of Conduct, in addition to these revised protocols.

Arrival and Departures

Our expectations on start and finish times has been communicated with our pupils and parents. To avoid overcrowding when pupils arrive, they have been given allocated spaces to use to keep themselves safe, as well as other pupils and staff. At 8.35 am there will be a single bell and pupils will then be moved swiftly into their designated classrooms and welcomed by staff.

Students will depart from school in a staggered time slot and will be supervised as they go to the buses or leave via the main gate by their period 5 teacher. Students 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 use hand sanitizer provided to wash their hands. In addition, it is imperative that following anytime away from the allocated classroom, pupils wash or sanitise their hands again at designated stations before recommencing lessons. All classrooms will have a supply of hand sanitizer, tissues and disposable paper towels.



Sponne School COVID 19 Behaviour addendum

Issue Date:
Revision
Page

2020
June 2020
Page 2 of
5

Pupils will 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, pupils 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, Year 7 and 8 students will remain in the same class, with their fellow pupils, which will become their 'Class Bubble' for that day. This measure is in place to protect each cohort of students accessing the site. Students at KS4 and 5 will remain in allocated classrooms but may move between these for different lessons. When movement to other areas of the school building is necessary staff and students must wear a face covering and follow the planned one-way system. Only in the event of an emergency, would this be altered.

Any pupil not wearing a covering or following the one-way system will 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.

Breaktime and lunchtime periods will be staggered 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.

If in the short term, areas of the building are out of bounds, 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 maintain high levels of cleansing on all hard or frequently touched surfaces and in the toilets. It is extremely important that staff 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. Where required, 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 one 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 other extreme behaviours are displayed, which places pupils or staff at risk, a conversation will take place with parents/carers to determine the level of sanction that is appropriate and to ensure that this behaviour is not repeated.

Remote learning

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 Google Classroom. We expect pupils to follow the same principles, as outlined in the school's remote learning policy.

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 sanctions 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 student should be involved in or informed of the action taken with regards to their behaviour.

- 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 MyConcern and Go4Schools should continue. Entries should be factual and action/follow up recorded also.

Rewards

Students will continue to be rewarded for both their work, progress, behaviour and attitudes to learning - whether in school, or through remote learning using Sparks which will be logged on Go for schools.

Mental Health

Pupils and staff mental wellbeing may have been severely affected during 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.

There are dedicated pastoral staff to support children, and staff, if they are needed. As children and staff return to our settings, it is important that they are provided with the opportunity to talk openly about how they feel, or are feeling as we adjust, plus offer strategies of how to 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 focussed 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



**Sponne School
COVID 19 Behaviour addendum**

Issue Date:
Revision
Page

2020
June 2020
Page 5 of
5

If staff have concerns for the wellbeing of any child, they must inform either the Designated Safeguarding Lead or Deputy Designated Safeguarding Lead if they believe that the child is a significant risk and record on MyConcern.

Monitoring and review

This policy has been issued to provide advice and guidance on managing behaviour effectively during this period of altered routines. 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 it is no longer required. Other related policies This addendum is for use during the current Covid-19 pandemic, and should be used and read in conjunction with policies such as: the Anti-Bullying, Behaviour, Child Protection/Safeguarding, Health and Safety, remote learning, Safer Code of Conduct and Special Educational Needs.