



# Behaviour Policy COVID addendum

Date approved	Pentecost 2020	Approved by	St Mary's Catholic Voluntary Academy Governing Body
Review cycle	1 year	Signature	
Due review by		Name	F Boucher, Executive Headteacher

*This policy operates in line with our school mission, Catholic ethos and best safeguarding practice. St Mary's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

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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 Boucher 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.

#### Routines for arriving and leaving the school

- New routes will be followed, as explained in the school video shared prior to wider opening of the school in June 2020
- Children will follow the arrows and instructions to enter and leave safely, supported by parents

#### Hygiene, such as handwashing and sanitising

- Children will wash hands on arrival
- Children will follow the 'soap train' model, when within an increased number
- Hands will be washed at regular intervals throughout the day, but always after being outside and before/ after eating

#### Who pupils can socialise with at school, including at lunch and break times

- Children will remain within their own designated bubble and not socialise with pupils from other bubbles
- If seeing or meeting pupils from other classes and bubbles, pupils will politely continue and not mix with others
- At lunch and break, pupils will follow the direction of adults during staggered break and lunch times
- Pupils will eat in their own classrooms/ space

#### Moving around the school (e.g. one-way systems, out of bounds areas, queuing)

- Pupils will follow the signs and arrows to ensure that a one-way system is followed, where possible
- Pupils will avoid making lines and queues unless directed by an adult. If asked to make a line, pupils will stand 2m apart

#### Sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching their mouth, nose and eyes with hands

- Tissues will be used for coughs and sneezes; these will be disposed of in a lidded, lined bin
- Hands will be washed after use of tissues

#### Telling an adult if they are experiencing symptoms of coronavirus

- If they are aware of feeling unwell, pupils will speak to an adult



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- Should a child be experiencing symptoms of coronavirus, a first aider will be alerted and systems followed to isolate the pupil until they can be collected by parents, while being cared for sensitively

#### **Sharing any equipment or other items, including drinking bottles**

- Pupils will use their own water bottle daily
- Pupils will use their own stationery pack and not share frequently used items
- Communal items, including apparatus for play, games and multiple use, will be rotated within the week so that it is not in use for more than one day.
- Bubbles will not share materials

#### **Breaks or play times, including where children may or may not play**

- Playgrounds and outside areas will be timetabled to ensure bubbles do not mix
- Pupils will not mix with other pupils outside their bubble during break times
- Pupils will follow adult instruction about which areas are in use during breaktimes; when arriving onto a zoned play space, pupils will remain in their designated half of the yard

#### **Use of toilets**

- Where possible, bubbles will not share toilet facilities
- Where bubbles need to use the same facilities, one of two toilets will be designated for exclusive use by a bubble
- Staff working with boys using the cloakroom toilets, where there is a single cubicle, will clean this on a regular basis

#### **Behaviour points to add**

- Pupils will not cough or spit at or towards any other person
- If pupils with SEND needs have issues with conforming in school, discussions will take place with parents and adjustments made on individual plans, as necessary

### **2.2 Rewards and sanctions for following rules**

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

- Use our rewards system to encourage and praise good and positive behaviour
- Ensure pupils are clear about expectations

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

- Use verbal warnings as a reminder to pupils
- Take time to resolve matters within the school day so that pupils can recover from any failure to comply
- Speak to parents and work in partnership to resolve issues
- Draw a distinction between accidental and purposeful breakage of rules
- Use internal or external exclusion systems, as appropriate and in line with our usual behaviour policy and systems

### **2.3 Changed rules**

As long as this addendum applies, we will alter the following school rules.

#### **Attendance expectations**

- For pupils who can attend school, but do not do so, we will record absences in the agreed format
- If pupils are late, reminders will be given to ensure that parents and children are clear about timescales and timetables during the Covid period
- Uniform will be worn, with the exception of ties; clothing will be machine washable with fresh clothes worn each day; leeway exists if pupils have outgrown their uniform and parents can't currently replace it – e.g. a white t-shirt or top can replace the school shirt; summer dresses and shorts may be worn
- Footwear should be sensible, with trainers encouraged if school shoes are unavailable
- Coats for outdoor work should be brought daily, so that outdoor learning can continue in all weathers

## **3. Expectations for pupils at home**

### **3.1 Remote learning rules**

If pupils are not in school, 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 the class teacher/s 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.

#### **Pupils and families should**

- be contactable during the school day – although we take into account that pupils may not always be in front of a device the entire time
- 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 and follow the school's Safer Internet Use policy
- Alert the headteacher or class teacher if behaviour issues prevent the pupil from completing work or complying with expectations

### **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:

- Follow up with parents who make contact with us on this matter
- Offer support, wherever possible
- Keep in touch by email, text and or phone call

### **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 3 to 4 weeks by the 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 and Safeguarding policy
- Health and safety policy
- Current Risk Assessment documents