

Annex to school behaviour policy in the Secondary setting in response to new school opening arrangements.

The amendments below should be considered as part of the school behaviour policy until 17th July 2020

1. The school rules

We ask our students and staff in school to support these **additional** school rules:

For the safety of all of our school community you must:

- Wash your hands thoroughly or use hand sanitiser, regularly and when directed
- Follow social distancing rules- this means that you must stay 2 metres apart and remain in the group or location in which you have been placed
- Never share equipment- such as pens, sports equipment
- Tell a member of staff if you begin to feel unwell
- **Do not attend school** if you have any of the Coronavirus symptoms
- **Never** cough, sneeze or spit towards another person- **catch it in a tissue or the inside of your elbow**

Our learners at home:

We're looking forward to having you back with us soon. In the meantime remember:

- **Practise our school values**
- Try your best with the work we have set for you
- Ask for help when you need it
- Support your family and follow instructions
- Look after yourself and take regular breaks
- Remember to **stay safe online**. (Visit our website to remind yourself of our stay safe guidelines)

2. Our school routines

In the current circumstances we have had to review some of our normal routines and protocols in school. Students should follow the routines as set out below:

Arriving at school

Please arrive at the time stated via the rear school entrance and stand 2m apart from anyone else

Hands must be washed or use hand sanitiser, on arrival into the building

Pupils must remain at their allocated desk

Leaving school

Pupils must leave via the rear school entrance and remain 2m apart from anyone

Pupils must go straight home and not loiter or wait for friends

Pupils are encouraged to walk, cycle or be given a lift in a car and to avoid using public transport where possible. Where a pupil has to use public transport, social distancing must be maintained.

Pupils travelling on public transport should follow government guidelines regarding wearing face coverings.

In the school corridors and moving around school

Pupils should only leave the classroom to go to the toilet

Pupils must remain 2m away from others where possible, unless passing briefly on a corridor

Pupils should only touch surfaces they need to ie door handles

Pupils should not loiter on corridors or go in other classrooms

Entering and leaving the classroom

Hand sanitiser, must be used on arrival into the classroom. Also use hand sanitiser when leaving.

At break time

Pupils can have a socially distanced break outside or walk the mindful mile staying 2m away from others at all times

During lunchtime

N/A- School will close before lunchtime

Managing equipment

Never share equipment- such as pens, sports equipment

3. Our school sanctions

Academy@Worden continues to have the highest of expectations in terms of behaviour. This phased wider opening of school to our year 10 pupils is complex and the safety of every member of our school community is paramount. There will inevitably be some anxiety on the part of staff, pupils and parents. In trying to ensure a safe learning and working environment, some of our normal routines and protocols have been reviewed.

A summary of the main points is outlined below:

1. Treat others with dignity and respect at all times
2. Follow instructions of staff first time without question, hesitation or argument
3. Follow social distancing rules at all times
4. Follow personal hygiene requirements of washing hands regularly and using antibacterial hand gel.
5. Follow all guidance on minimising risks of virus transmission by taking measures to prevent transmission of germs. This includes covering your mouth if coughing or sneezing.

Any deliberate act which goes against this guidance (including feigning illness, spitting or coughing deliberately in close proximity to someone) will be taken extremely seriously and may result in exclusion from school.

6. Follow the guidance given to your 'pod' with regards entering school, exiting school, use of the toilet, one way systems and the use of other facilities.
7. Whilst in class, you will be seated by the member of staff and must remain in that seat unless instructed otherwise. You must not touch other objects in the classroom other than the table, computer and chair you are at. Equipment must not be shared with others.
8. Remain within your 'pod' of pupils at all times (unless directed by a member of staff) keeping away from contact with pupils within other 'pods' whilst on school premises.

Consequences

Should a pupil be in breach of this policy, the following consequences will apply as part of a stepped approach:

Step 1 - 1st incidence of non-compliance: Verbal warning with phone call home to parents

Step 2 - 2nd incident of non-compliance: A senior member of staff will be contacted and the pupil will be directed to leave the school site. Parent/carers will be informed of the decision.

Zero tolerance – the following are types of behaviours will result in pupils being required to leave the school site immediately regardless of the steps outlined above:

- Spitting;
- Aggressively challenging behaviour towards staff or their peers;
- Possible wilful spreading of COVID 19 – e.g. purposely coughing on surfaces such as tables, chairs, walls, handles, doors, food etc.

Our usual school sanctions apply when students in school do not follow our school rules. This includes the school rules relating to the current situation as above.

Any behaviours that put the safety of our community at risk will be treated as serious incidents. Sanctions will be determined based upon an assessment of the individual incident. Possible sanctions at this level are:

- Exclusion
- Internal isolation
- Behaviour contract meeting
- Governors behaviour panel meeting

In some circumstances the sanction system may need to be amended in the light of social distancing requirements. For example,

- School isolation rooms
- Use of cluster classrooms for time out
- Centralised detention systems

Our school rewards

Our usual school rewards will apply via school synergy

In addition, we will be adding 5 extra reward points to our 'Worden's Wonders'. Rewarding those who have shown great effort during this difficult time.

4. Pupil Support

We understand that this is a difficult time for students and we will provide support for our students to settle back into school. This will include:

- *Refreshing all our students on our school routines and expectations*
- *Talking to our students about our behaviours, rules and routines and why we need these*
- *Talking to our students about how they might be feeling and how to deal with their feelings*
- *We will use a range of resources to support students to understand and manage their feelings*
- *We will provide additional support and signposting of other agencies when it is needed*

5. Reasonable adjustments

As at all times we will make reasonable adjustments as appropriate for our students with SEND needs. Behaviour plans will continue to include reasonable adjustments when appropriate.

These adjustments will be in line with the current government guidance around social distancing and the guidance on the implementation of protective measures.

6. Uniform

To allow uniform to be washed regularly, as government guidelines recommend, we do not require pupils to wear either a blazer or a tie. Pupils must continue to wear their school trousers or skirt along with a school shirt or Worden PE sports top.