

## **Covid – 19 Behaviour Policy Addendum for Children and Staff May 2020**

In light of the need for children to behave differently when they return to school, and the government guidance regarding any new systems we need to have in place to support that, we are making changes to our behaviour policy. The changes will also be communicated to the children, parents and staff. Please note that children generally adapt quickly to new instructions and we will make the return to school experience as pleasant and as comfortable as we possibly can.

### **Following altered routines for arrival or departure**

- Children will enter and exit school via the main entrance to school, Baker Street and the car park gates (please refer to guidance issued)
- Children will follow the markings on the floor once in school keeping the appropriate 2 metre distance
- Children may be accompanied by only one adult
- Children will be collected by only one adult
- Adults are not allowed on to the premises beyond the gates where they will drop off and pick up their children

### **Instructions for social distancing**

- Children will remain with their new class group at all times during the school day
- No 'bubble' will interact with another bubble
- There will be separate entrances and exits to arrive and leave school
- There will be staggered break times and designated areas in which to play
- Each bubble will have their own play equipment for outside play
- Children will eat their lunch either outside in their designated area or in their classroom if the weather is inclement. Children will not play with another bubble during this time

### **Moving around the school as per specific instructions**

Children will be reminded to keep 2 metres apart. Whilst this cannot always be guaranteed, it will be encouraged throughout the day and modelled by the staff:

- When they are walking around a classroom
- Around the school
- Having lunch
- Playing

## **Expectations around sneezing and or coughing**

- Our expectations around sneezing, coughing, tissues and their disposal will follow the 'catch it, bin it, kill it' principle. Children will continue to be encouraged to avoid touching their mouth, nose and eyes with hands.
- Children will use a tissue in the first instance to cough or sneeze but failing that if there is insufficient time to get a tissue they will use their hand or inside elbow in which to cough or sneeze. Hands must be washed thoroughly and immediately with soap and running water for 20+ seconds and be dried thoroughly. All tissues and paper towels to be placed immediately into the bin
- Children will tell an adult if they are feeling unwell or experiencing symptoms of Coronavirus. Staff will also be vigilant in their observations of children at all times.

## **Hygiene**

- Children will wash their hands on arrival at school and staff and children will regularly wash their hands throughout the day for 20+ seconds with running water and soap. They will be encouraged to dry their hands thoroughly
- Children will have their own named drinking bottles and will not share any drinking equipment with any other children
- Children will have their own designated toilets and use no other. Nursery and Reception will use the toilets in their classrooms. Year one will use the toilets outside their room and may not use any other toilet in the school. Year 6 will use the toilets in the upstairs corridor. Key worker children will use the Y3/4 toilets
- Only one child will be in any toilet at any time. Toilet handles and door handles to these areas will be disinfected regularly
- Children and staff to continue to have heightened awareness around coughing and sneezing. Ensure everyone coughs covering their mouths and to turn away from those around them. Cough or sneeze into elbow or if hand has been used ensure that the child washes their hands thoroughly for 20+ seconds with soap and running water and that they dry their hands thoroughly
- Bin all tissues and paper towels immediately.
- Children will have access to hand sanitiser in the classroom and will be encouraged to ensure that they have covered all parts of their hands, when using it.

Teachers will modify teaching approaches to keep a distance from children in class as much as possible, particularly close face-to-face support (noting that it is understood that this is not possible at all times, especially with younger children).

## **Playtimes, breaks and outdoor areas**

- Each bubble will have a designated area within which to play

- Children will be guided to different zones of the playground if unable to keep a distance from each other at playtimes
- Children will have their own equipment for each bubble, which will be cleaned at the end of each session/day
- Children will eat outside in a designated area if the weather is fine. Children will be expected to sit 2 metres apart within their bubble with their class teacher. Children will sit with their group and not walk around whilst eating. Food is not to be shared or touched by another child. If the weather is inclement, then children will stay inside at their table. Tables will be cleaned prior to eating and after eating
- Hands will be washed at regular intervals throughout the day and before any food is consumed

### **Welfare, illness and intimate care**

- Parents have been asked to check their child's temperature before they arrive at school. If this has not been carried out prior to school then the hand held thermometer in the welfare office may be used by the welfare officer
- Hand sanitizer will also be offered at the gate, prior to walking into the classrooms
- If you suspect a child is ill, please advise a member of SLT immediately and take the child in the first instance to the welfare room
- Welfare officers and first aiders to wear PPE when necessary
- Staff changing children will wear PPE for this purpose every time
- Any child who is sick will be taken to the Welfare Room and will remain under the care of the Welfare Assistant. The Welfare Assistant remaining with the child must wear PPE and keep a distance of 2 metres if possible. If an older child is isolated in a room whilst waiting for a parent to collect, the staff member will wait outside the room communicating with the child that they are there if they need them.
- Staff to check their own temperature either before entering school at home or in the welfare room with the thermometer.
- If a member of staff has a temperature, please advise one of SLT and go home. Please get yourself tested if you have symptoms of Coronavirus and inform school of the results straight away. Please keep the Head or Senior Leadership Team updated

### **In class**

- Children to remain in their seats during all class times, where possible and not move around (There will be more freedom for our younger children as it is impossible to ensure that they socially distance)
- Personal equipment including water bottles to be kept on the desks. Coats, lunch boxes in a designated area in the classroom e.g. under their table
- Children to have their own equipment e.g. pen, ruler, pencil etc. Children are not to share any equipment

- Children are to leave their books open once work is finished. Staff may tick work but not do a detailed mark as this is unnecessary. As there are so few children in each bubble, staff can give verbal feedback on work
- If needing to go to the toilet the child must raise their hand. Children may only go to the toilet one at a time in their designated toilet once the teacher has given permission
- Children to follow all rules on hand cleaning, not touching their faces and 'catch it, bin it, kill it' etc posters should be displayed in rooms to remind the children along with constant verbal reminders
- Classroom doors are to remain open along with windows to maintain air flow
- Corridors are to be kept clear of obstacles
- Children are to use outside doors of classrooms to enter and exit where possible and not corridors. Nursery, Reception and Year One can all use their outside doors, Year 6 must only use the Year 6 staircase and exit out of the white double doors, directly into the playground
- Children will continue to be rewarded for the usual expectations as well as for following social distancing rules using the behaviour charts in class

Children and staff will not come to school if they have symptoms of the Coronavirus. They will go home if these symptoms develop whilst in school. Staff and children will need to be tested as soon as possible and advise the school as soon as they have the results.

We will continue to keep in touch with children at home and direct them to learning through Microsoft Teams. Online Safety rules still apply. Only staff from our school will contact parents or children at home.

Office staff will work on their rota so they will not all be in at the same time. They will not come into contact with the children.

All children will be expected to work and behave in accordance with our behaviour policy. Any child who puts another pupil or staff member at risk will be sent home. Any child who intentionally spits or coughs at others will be sent home.

The Head Teacher is responsible for ensuring that all staff have read, taken note of and adhered to all points. If the Head Teacher is absent then the Deputy Head will take on this responsibility. Staff need to note their responsibilities within the document and the new rules will be discussed with the children.