

# Kingswood Secondary Academy

## Behaviour policy: coronavirus addendum



### Contents

|  |              |
|--|--------------|
| 1) Scope                               | Page 1       |
| 2) Expectations for students in school | Pages 2 to 4 |
| 3) Expectations for students at home   | Page 5       |
| 4) Monitoring arrangements             | Page 5       |
| 5) Links with other policies           | Page 5       |

### Scope

This addendum applies until further notice.

It sets out changes and exceptions to our normal behaviour policy. Students, parents and staff should continue to follow our normal behaviour policy with respect to anything not covered in this addendum.

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 students.



## Expectations for students in school

When students 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 set out below and ensure that their children follow the procedures that have been put in place.

### Our expectations: Effective infection protection and control

There are important actions that students and their families can take during the coronavirus (COVID-19) outbreak, to help prevent the spread of the virus. Parents/Carers are asked to ensure they apply these approaches and actions are continued until further notice.

- Avoid contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
- Clean hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
- Ensure good respiratory hygiene. Cough or sneeze into a tissue, disposing of the tissue immediately (the 'catch it, bin it, kill it' approach) and avoid touching your mouth, nose and eyes with hands
- Clean frequently touched surfaces often, using standard products, such as detergents and bleach.

### Travel to school, arrival and departure

Students are encouraged to avoid using public transport wherever possible. If public transport is being used, a consideration is given to the government's latest guidance around the use of face coverings. <https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-yourhome#face-coverings>

**All students aged 11 and over should wear a face covering on school transport.** Parents are asked to encourage students to maintain 2-metre social distancing when travelling to and from school, including if walking to school with friends.

### Face Coverings

DfE has confirmed that in areas at Local COVID Alert Level High or Local COVID Alert Level Very High, DfE expects that education and childcare providers will normally remain open for all pupils, **with the additional expectation that where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.**

In line with the guidance above, face masks are to be worn by all staff and students at Kingswood Secondary Academy in communal areas and times when social distancing is difficult. This is non negotiable unless medical evidence is provided to the school that exempts a child over the age of Year 11 to wear a face mask.

Refusal to wear a face mask will be deemed as defiance and sanctions including exclusion will be considered.



## **In School**

All year groups are in 'bubble' groups. These groups are to be maintained throughout the school day, even during any break times which may be scheduled. Each bubble has been assigned a toilet. Only one student will be allowed in each toilet (room) at any one time. Others will need to wait and queue outside the toilet, along the corridor observing 2-metre social distancing. Only one student from each bubble will be allowed to go to the toilet at any one time.

Year group bubbles have their own break and lunchtimes in designated areas of the school, separate to other year groups. Students are not able to socialise with students from other year groups.

Students are reminded to avoid sharing any equipment such as pens, pencils and other stationery. This also includes drinking bottles.

Students are not to cough or spit at or towards any other person.

Any action which compromises the health and safety of the staff and students in the bubble group (for example, if someone were to cough onto another person) it will be deemed as dangerous behaviour and sanctions including exclusion will be considered.

In addition to this, any student in close proximity would be compromised and therefore the school would have to collapse the group. A collapsed group means that all students and staff who had been in close proximity to the person compromising the health and safety of others, would then follow the latest government guidelines, which at present, state they would need to leave school immediately and then self-isolate for 14 days. These persons would not be allowed on site until the period of 14 days has passed.

## **Movement around school**

Each year group bubble has their own area. Stairwells have been assigned to each of those bubbles. Both stairwells and corridors are signposted, so students are clear which stairwells they are able to use.

This signage includes reminders that 2-metre social distancing must be maintained on the corridors. Students should walk in single file in corridors. Students should carefully maintain a 2-metre gap when entering classroom doors.

## **Attendance**

As per government guidance <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#attendance> school attendance became mandatory in September. This means, the usual rules on school attendance apply, including:

- Parents' duty to secure that their child attends regularly at school where the child is a registered student at school, and they are of compulsory school age
- Schools' responsibilities to record attendance and follow up absence
- The availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Academy expectations are that every student has at least 97% attendance and strives to achieve 100%. Refer to the Academy's Attendance Policy for further details). All absences will be followed up by the school and actioned accordingly.



## Uniform

All students are required to wear the full correct school uniform to school every day. If students cannot wear their full uniform, parents should contact their son/daughters Deputy Head of Year.

### **If anyone displays symptoms of COVID-19**

If a student displays symptom featured on the government's published list for COVID-19 before travelling to school or whilst at home, they should not attend school.

If a student displays any of these symptoms during the school day, they should tell an adult. They will be isolated on site until contact can be made with home and arrangements made for them to go home. The room in which the student is isolated in, will be disinfected immediately after they leave.

In the event a member of staff or student who displayed symptoms tested positive, the school would have to conduct a track and trace activity to discover which students or member of staff could have been in close proximity to the individual who has tested positive for COVID-19. All students and staff who had been in close proximity to the person displaying symptoms, would then follow the latest government guidelines, which at present, state they would need to leave immediately and then self-isolate for 14 days. These persons would not be allowed on site until the period of 14 days has passed, even if a negative test result had been received during this time

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

To help encourage students to follow the above rules, we will continue to recognise our students' achievements through our academy recognition system (Further details can be found in the Academy's Behaviour Policy).

However, if students fail to meet our expectations and follow our rules, depending on the behaviour displayed, we will:

- Verbal reminder
- Verbal warning
- Parental contact via phone call/email/text
- Internal isolation, with the student removed from the classroom environment, to work independently, under the supervision of an appropriate member of staff.
- Fixed term exclusion
- Permanent exclusion. The normal arrangements and procedures that must follow a decision to exclude on disciplinary grounds are described in the 2017 statutory guidance 'Exclusion from maintained schools, academies and pupil referral units in England'. In addition, the latest advice to be regarded during the coronavirus outbreak can be found here: <https://www.gov.uk/government/publications/school-exclusion/changes-to-the-school-exclusion-processduring-the-coronavirus-outbreak>

Please note, any student who purposefully fails to meet our expectations or chooses not to follow our rules will be considered as defiant behaviour and sanctions including exclusion will be considered. Each incident will be dealt with on a case by case basis.



## **Expectations for students at home**

### **Remote learning**

If students are not in school, we expect them to follow the expectations set out below. Parents should also read the expectations and ensure their children follow them. Parents should contact the School if they think their child might not be able to comply with some or all of the expectations, so we can consider alternative arrangements with them.

- 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

### **Dealing with problems**

If there are any problems with students adhering to expectations around remote learning, including if they don't engage with the remote learning set for them, we will make contact with the family in order to discuss any barriers to learning which can be removed. We recognise the challenging times faced by all and will work with families to ensure a most appropriate solution for everyone.

### **Monitoring arrangements**

We will review this policy as guidance from the local authority or Department for Education is updated.

### **Links with other policies**

This policy links to the following policies and procedures:

- Safeguarding policy
- Behaviour policy
- Health and safety policy
- Attendance Policy