

# Kingswood Secondary Academy

## Behaviour policy: coronavirus addendum



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### 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.

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

## Face Coverings

Since Thursday 5 November 2020 students, staff and visitors are required to wear a face covering:

- When moving between lessons
- When queueing for lessons, toilets, lunch and when on queueing or on the school bus
- When using toilets
- During break and lunch times in indoor areas
- Other communal areas of the school (including the playgrounds) where 2m social distancing is not maintained.

Further Government guidance issued on 24 February 2021 explained that students should also wear face masks in classrooms where maintaining 2m (1m outdoor) social distancing was not possible. [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/96544/6/Face\\_coverings\\_in\\_education\\_-\\_March\\_2021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/96544/6/Face_coverings_in_education_-_March_2021.pdf)



Some individuals are exempt from wearing face coverings and applies to those who cannot put on, wear or remove a face covering because of a physical or mental illness or impairment or disability or that wearing one would cause severe anxiety. If your child is, or you think may be, exempt please email the relevant Deputy Head of Year for your child and write EXEMPTION FROM FACE COVERING as the subject.

Students who are exempt will be given discrete stickers to be worn on their id badges / lanyards so that they are visible to staff.

Students who refuse to wear masks are in breach of the school's latest risk assessment (<https://www.kingswoodsecondaryacademy.org/page/?title=Academy+Policies&pid=19>) and also this school behaviour policy amendment. Refusal to adhere to our revised operating procedures and updated risk assessment will be dealt with according to the behaviour policy more generally (see page 15 of behaviour policy).

## **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/school-attendance> school attendance became mandatory in September and then again from March 8 2021. 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

## 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