

# **The Robert Drake Primary School**

## **Behaviour Policy & Anti-Bullying**

### **Amendment - COVID 19 Restricted Attendance**





**Co-ordinator with responsibility: Mrs L Rawling & Mrs N Jackson**

**THE MAIN AIMS ETC. OF THE BEHAVIOUR POLICY and ANTI-BULLYING STILL APPLY BUT DURING THE CURRENT SITUATION OF COVID 19, ALL PUPILS MUST STRICTLY ADHERE TO THE FOLLOWING RULES AND PROCEDURES.**

THIS BEHAVIOUR POLICY and ANTI-BULLYING AMMENDMENT - COVID 19 RESTRICTED ATTENDANCE IS IN ACCORDANCE WITH THE COVID 19 RESTRICTED ATTENDANCE RISK ASSESSMENT AND ACTION PLAN

#### Strategies for Dealing with Inappropriate Behaviour

- Tactical ignoring – initially staff ignore the behaviour unless it puts the child or others at risk (emotionally and/or physically)
- Use of body language – looks to show disapproval
- Visual prompt cards modelling expected behaviour for younger pupils or those with SEND or EAL
- Talking with the child, clearly pointing out what we see as undesirable behaviour and ask the child what the correct behaviour should be in this situation
- If behaviour is not changed, parents will be contacted
- Following the phone call, if behaviour is still the same, the child will need to be taken home

**At all stages, the child will be given strategies to help them to make the correct choices in respect of their behaviour.**

#### Expectations

Children will be reminded about expectations for behaviour referencing WHO posters throughout the school day, especially first thing in the morning, before break and lunchtimes and at the end of the school day.

Children should remember:

- To keep their social distance – 2m at all times
- Not to deliberately touch anything that's not theirs
- Not to deliberately touch anyone
- Not to spit at anyone
- To cough or sneeze into their elbow or sleeve
- Whenever possible, to use a tissue to sneeze into
- If possible, to try and not touch their eyes, nose and mouth throughout the day
- Only use their own individual equipment
- Only eat their own snack and lunch
- Stay in within their own designated area of the school –classroom, playground / field at timetabled times only with infrequent visits to the toilet unless advised by parent / carer
- Once finished, use second water bottle as no water fountains will be available due to health and safety
- Make sure all used tissues are disposed of safely
- Apparatus / equipment will not be available due to health and safety
- Whenever possible, toilets to be used when there is an adult present outside due to health and safety

### Procedures

- Tissues to be used to 'Catch it, bin it, kill it
- All instructions to be followed on WHO posters
- Children who wear masks to school must follow government guidelines as to how they should be worn. They should be removed using ear loops only, no touching them whilst wearing them
- Once removed, if they are disposable masks they should be disposed of safely. If they are re-usable masks, they should be put in a small, tied plastic bag so they can be taken home safely
- Children to let an adult know if they are feeling unwell – adult to contact the office via phone / another adult (See Appendix 1 – Procedures to Follow if a Child Shows Symptoms of COVID 19)
- One child at a time to use the toilet, following social distancing and health and safety guidelines – adult to monitor at all times
- All communication with the office to be made by phone or LSA / adult
- Water bottle to be kept on individual tables
- All stationary and a small clean supply of tissues to be kept on individual tables and to be packed away into individual poly pockets at the end of each day
- Coats to be kept on the back of chairs
- Packed lunches to be kept on individual tables
- School packed lunches to be brought to classrooms by LSA

## Hygiene

- Hand sanitisers to be available at the school entrance and in classrooms
- Hands to be washed / sanitised on entry and exit
- All individual tables to have an initial supply of disposable tissues at the start of each day
- When used, tissues to be thrown away safely into lidded bins and hands washed thoroughly (20 seconds)

## Outside Playtimes

- There will be zero tolerance of children going closer than 2m – children will be sent straight back to their own classroom
- Individual children can use the toilet, provided there is an adult present outside whenever possible due to health and safety
- Outside doors to toilets and windows to be kept open for ventilation purposes due to health and safety
- Pupils will only be able to play and socialise at a safe distance (2 meters) with those children in their class group
- One reminder of social distancing will be given to every child – depending on the age of the child. If unsafe behaviour continues, contrary to Government guidelines, a phone call home will be made so parents can remind their own children about the rules once their child gets home
- If a child's behaviour still contravenes social distancing guidelines, for health and safety reasons the child's offer of a place at school will be withdrawn during this time
- Parents of children deliberately breaking health and safety rules will be contacted immediately and will be asked to collect their child. Cases will be dealt with on a case by case basis
- Children to enter and leave classrooms (other than for toileting) via back doors only

## Remote Learning Expectations

- Children are expected to attend Google Meets everyday
- If children are absent from the Google Meet, parents will be contacted by a member of staff
- There is an expectation that children do as much as they can of the daily set tasks, as well as they can
- Parents and carers will receive two phone calls per half term to check on the wellbeing of pupils
- Communication with class teachers is via class emails which are monitored regularly during the school day by the class teacher
- For further information see the Remote Learning Policy

Exclusion – See policy

Bullying – See main policy

E-Safety – See main Policy

### Monitoring and Review of the Policy Amendment

The school will review this policy and will assess its implementation and effectiveness two weeks from 1<sup>st</sup> June. The policy will be promoted and implemented throughout the school.

Updated: 21<sup>st</sup> January 2021

Date of Next Review: 21st June 2021

### Appendix 1

#### **PROCEDURE TO FOLLOW IF A CHILD SHOWS SYMPTOMS OF COVID-19**

If a child is unwell and shows symptoms of COVID-19 (a new, continuous cough and / or apparent temperature), then the following procedure should be followed:

- The child should be accompanied, at a safe distance, to the Main Office immediately, together with all their belongings
- A call should be made to the office to alert them that a child is on their way and is showing symptoms
- The Class Teacher should organise the immediate wiping down of all surfaces that the child has and may have been in contact with. If possible, the children should leave the room / go outside until the room has been disinfected.
- All those in the class group, including staff members, should wash their hands.
- The office staff member should prepare themselves as follows:
  - Put on a face visor, disposable apron and disposable gloves
- The child should be placed in the medical chair in the office and made comfortable

- The window by the sink should be opened
- The child's temperature should be taken – symptoms of COVID-19 are a temperature of 37.8C or above
- No other persons should be allowed to enter the office whilst the child is there
- If the child needs to use the toilet, they should use the toilet in reception – this toilet may not be used by anyone else until it has been cleaned and disinfected (this must be carried out as soon as the child has been collected)
- If the child is seriously ill, injured or their life is at risk, 999 should be called
- The parent / carer should be telephoned immediately and asked to attend the school to collect their child
- On arrival, the parent / carer should wait at the main gate and the child will be taken to the parent / carer
- The following guidance should be given to the parent / carer:
  - That the child should stay home for 7 days. If no temperature after this time they can return to school; if they still have a temperature, then they cannot return until it returns to normal. Other members of the household should self-isolate for 10 days
  - Parents / carers to book a test through the 111 online coronavirus service. If the child is under 5, then parents may call 111 directly to arrange a test.
  - Parent / carer must inform the school of the results as soon as known
- The office should be immediately cleaned and disinfected in all areas where the child has been, including doors, chair, counter and sink
- All disposable PPE equipment should be disposed of in the marked PPE bin
- The child should be entered onto a log, with time and date of going home, and then a subsequent note made of test results and return to school. The office must chase up details of test results.
- Members of staff / children do not need to be sent home unless they display symptoms themselves