

drb Ignite Multi Academy Trust

PANDEMIC BEHAVIOUR ADDENDUM

Updated November 2020

drb Ignite Multi Academy Trust Vision

drb Ignite Multi Academy Trust has been established through a shared belief that lives can be transformed by what goes on in schools. We believe that the process of teaching and learning shapes futures. To this end our vision is to provide every child with learning experiences that excite them and give them the power to begin to shape their own lives.

Vision

All pupils achieve the highest standard of educational outcomes regardless of circumstances or background.

Rationale

The Trust believes good behaviour ensures a safe learning environment in which pupils feel secure and able to enjoy lessons. This is of paramount importance over the period of the Covid-19 pandemic. We believe good behaviour will support safe working processes and help with infection control and management. Good behaviour through the pandemic will promote:

- high standards and expectations
- safe working and clear boundaries
- social skills which reflect the values of the Trust
- strong and empathetic relationships
- active and meaningful interaction between pupils
- modelling of positive behaviours and responses

This addendum applies until further notice. Unless covered in this addendum, the Trust's normal behaviour policy continues to apply. We may need to amend or add to this addendum as circumstances or official guidance changes. We will communicate any such changes to staff, parents and pupils.

Policy Aim

Trust schools are happy, safe and secure places where pupils thrive educationally, emotionally and socially. This must, as far as is reasonably possible, remain the aim throughout the pandemic.

Expectations for pupils in all Trust schools

- **Effective infection protection and control** - there are important actions that pupils and their families can take during the pandemic (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.

- **Minimise 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 mouth, nose and eyes with hands.
- **Clean frequently touched surfaces** often, using standard products, such as detergents and bleach.

New rules for attending school _____

When pupils are in a Trust school, we expect them to follow all of the rules set out by the school to keep themselves and the rest of the school community safe. Staff will be familiar with school rules and make sure they are followed consistently. Parents should also read the rules and ensure that their children follow any new procedures that have been put in place. Parents should contact the school if they think their child might not be able to comply with some or all of the rules, so the school can consider alternative arrangements with them.

Travel to school, arrival and departure _____

Pupils 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>

Face coverings worn coming to school or on public transport must be disposed of before entering school.

In line with government guidance face coverings are not compulsory in school for primary aged children

Parents are asked to encourage pupils to maintain 2-metre social distancing when travelling to and from school, including if walking to school with parents or friends. Staggered arrival and departure times have been introduced to support pupils and parents in maintaining social distancing outside of school and at the school gates to avoid large gatherings.

In school arrangements _____

Pupils will be organised into class 'bubble' groups. These groups will be maintained throughout the school day, even during any break times. Each bubble will be assigned toilets.

Pupils will not share any equipment such as pens, pencils and other stationery. This also includes drinking bottles. Pupils are not to cough or spit at or towards any other person. Any action which compromises the health and safety of the staff and pupils in the bubble group (for example, if someone were to cough onto another person) will result in the group being compromised and

therefore collapsed. A collapsed group may mean that pupils 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 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 Trust school will implement appropriate systems for moving around school. These will reflect the nature of the building. Pupils should follow all signage and instructions that indicate the direction in which they should be moving. This signage may include reminders that 2-metre social distancing must be maintained on the corridors. Pupils should walk in single file in corridors. Doors may be wedged open to avoid the need to touch door handles. Pupils are not to close these doors. Pupils should also carefully maintain a 2-metre gap when entering classroom doors.

Uniform

As far as possible pupils are expected to continue to attend school in school uniform. If possible, uniform should be washed as frequently as possible. Parents/carers are asked to contact school if there are any difficulties with compliance in this area.

Attendance

The Trust and its schools encourage pupils to maintain good school attendance. However, the Trust and its schools recognise that the current challenges could present difficulties for various reasons and so, in accordance with the latest DfE guidance, all absences will be authorised at this time.

If anyone displays symptoms of COVID-19

If a pupil displays symptoms on the government's published list for COVID-19 before travelling to school or whilst at home, they should not attend school. If a pupil 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 pupil is isolated in, will be disinfected immediately after they leave. Any staff or pupil displaying symptoms during the school day would result in that group of pupils and staff being compromised and would therefore have to be collapsed. All pupils 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.

Instructions on inappropriate behaviour (spitting, coughing directly and intentionally at a teacher or child) _____

We are obviously not expecting to see this poor behaviour, but in the unfortunate event that we do, this must be reported immediately to the school leadership team who will act immediately by removing the child to an isolated place and contacting parents with the intention of the child returning home whilst the situation is assessed. This Pandemic Behaviour Addendum would then apply.

If there has been any contact with another person's saliva, the following guidelines published by the NHS must be followed:

- Wash the saliva off skin with soap and lots of running water.
- Wash the saliva out of eyes, nose, mouth with lots of cold water.
- Spit water out after washing the mouth.
- If contact lenses are worn, rinse before and after taking them out.
- Any tissues containing saliva must be disposed of in specific waste bins

If it is thought an individual is at risk of infection seek medical advice from:

- The individual's GP
- Accident & Emergency provision at the nearest hospital.

All such incidents should be recorded in full in the school's accident book and behaviour log.

Sanctions for not following pandemic requirements _____

If a pupil fails to follow any specific covid-19 related requirements, whether in the Trust/school behaviour policy or in this addendum, the reasons for non-compliance will be considered to determine whether it was accidental or purposeful and then the most appropriate sanction from the following list will be applied:

- Verbal reminder
- Verbal warning Parental contact via phone call/email/text
- Internal isolation, with the pupil removed from the classroom environment, to work independently, under the supervision of an appropriate member of staff if this is possible
- 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>

Expectations for pupils at home

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

Dependant on the age of the child, expectations may include:

- Completing work within a time frame prescribed by the teacher
- Seeking help if needed from teachers or teaching assistants
- Alerting teachers if they're not able to complete work
- Using proper online conduct, such as using appropriate language in messages

Dealing with problems - if there are any problems with pupils adhering to expectations around remote learning, including if they don't engage with the remote learning set for them, the school 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 Addendum as guidance from the Department for Education is updated, and as a minimum every half term throughout the pandemic. At every review, it will be approved by the Chair of the Trust Board

| | |
|-----------------------------------|---|
| Monitoring and review | Trust Board |
| Links | Trust Behaviour Policy Acceptable Use Policy Child Protection and Safeguarding Policy Covid-19 Safeguarding Addendum Infection Control Policy |
| Staff responsible | Headteachers |
| Committee responsible | Achievement, Support and Scrutiny |
| Date approved | November 2020 |
| Next review | January 2021 |
| Sign off by Chair of Trust |  Date: November 2020 |

*Please note that should there be any changes/further national guidance issued relevant to this Policy, it will be updated accordingly prior to the review date shown above and referred to the next Trust Board meeting.

Change Management

| Issue No.: | Change date: | Change description: |
|------------|--------------|---------------------------------------|
| 1.0 | Nov 20 | Release with Phase 3 SUSTAIN Strategy |
| | | |
| | | |