

# Woodcroft Behaviour Policy

## Addendum: Behaviour Principles for COVID-19

In light of the need for children to behave differently when they return to school, and adapt to the new systems we have put in place to support this, there are changes to the Behaviour Policy.

These changes are essential to protect everyone's safety. We will require all pupils and their parents/carers to agree to these principles at all times.

### New principles:

- We expect all members of the school community to respect the altered routines for arrival or departure at the school.
- We expect all members of the school community to follow the instructions on hygiene, such as handwashing and sanitising
- All children must follow instructions on who they can socialise with at school ie they must respect the integrity of their 'Bubble Group.'
- All members of the school community must move around the school as per specific instructions (respecting one-way systems, out of bounds areas, socially distanced queuing).
- All members of the school community follow expectations about sneezing and coughing, using tissues and disposing in the Bubble Group's lidded bin ('catch it, bin it, kill it') All must avoid touching their mouth, nose and eyes with their hands.
- Tell a member of staff if you are experiencing symptoms of coronavirus (fever, cough, loss of sense of smell or taste).
- Follow rules about not sharing any equipment or other items including drinking bottles.
- Children may not play on climbing equipment during breaks or play times and must remain in their allocated areas.

---

### Sanctions

- Any child **purposely acting in an unsafe manner** may result in the pupil's place in 'open' school being temporarily withdrawn. An individual risk assessment for that child will then determine the conditions and appropriateness for a return to school.

## **Annex A: Government Guidance applied to Woodcroft Primary School**

The Government has issued guidance for schools preparing for wider opening in order to adapt behaviour policies. Please refer to ...

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

(Note: UK Government text is highlighted in blue)

**In light of the need for children to behave differently when they return to school, and any new systems we have put in place to support that, we needed to make changes to our behaviour policy.**

**Adaptations to Woodcroft's Behaviour Policy are:**

- **following any altered routines for arrival or departure**
  - *Please refer to drop off and pick up guidelines as part of the school COVID-19 Risk assessment*
- **following school instructions on hygiene, such as handwashing and sanitising**
  - *Children will be expected to wash their hands on arrival at school, before and after breaktime, between activities, before and after eating, and after using the toilet. The adult in charge may also request additional handwashing points as necessary.*
- **following instructions on who pupils can socialise with at school**
  - *Non-Key Worker Provision' pupils will only mix with their 'Bubble Group' for the week. No groups will be mixed at any point either across age, or across different year groups. Adults (teachers, teaching assistants and meal time supervisors) will be delegated a Bubble Group, and will not mix across different groups. 'Key Worker Provision' pupils will remain with their school closure group, and will not mix with the other pupils.*
- **moving around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)**
  - *Pupils remain in areas close to their classrooms and use agreed nearest toilets. Corridors are narrow and will be marked to allow pupils to move up and down following signs and keeping socially distanced when possible.*
- **expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands**
  - *The expectation about sneezing, coughing and tissue disposal is 'Catch it, Bin it, Kill it'. Dispose of all tissues in pedal bins. Avoid touching your face. 'Catch it, Bin it, Kill it' posters displayed in all shared spaces.*
- **tell an adult if you are experiencing symptoms of coronavirus**

- *Children are to immediately tell an adult if they begin to feel unwell. The child will be sent to an isolated area to be assessed, for any Covid19 symptoms. Parents will be called to collect the unwell child and their siblings from school. The child displaying symptoms will remain isolated from close contact with others until they are collected. Arrangements will be made for the child to be tested for Covid19. The pupil /other family members within the same household will remain off role until a result has been established. If a positive result for Covid19 is confirmed, all parents of pupils and staff in the Bubble Group will be informed, and will be required to self isolate for a minimum of 14 days.*
- **rules about sharing any equipment or other items including drinking bottles**
  - *No child will, at any time, be allowed or asked to share any equipment. All children will be provided individual essential work equipment which is not to be shared. Each child will be allocated their own ChromeBook, assigned to them. Drink bottles must be brought into school daily by the child already filled, and taken home each evening. Children should not bring their own materials in from home, and they should not be taking home equipment from school. Children will not be sharing table space; they will have their own allocated table and chair within their classroom which is socially distanced from other pupils and adults (maximum of 15 pupils per room or in accordance with setting risk assessments). Each pupil will be allocated two chairs at their table; one for sitting and one for coat and bag storage. All equipment and resources will be individually used. If equipment is to be shared it will be cleaned after use before the next pupil.*
- **amended expectations about breaks or play times, including where children may or may not play**
  - *Bubble Groups will be allocated designated break times to minimise numbers of children on the playground and to ensure limited contact. There will be no shared hand-held or small play equipment, and games are to be modified to ensure social distancing is maintained. Large apparatus will require cleaning after use before the next use where possible, or taped off to prevent use.*
- **use of toilets**
  - *Toilet areas will be monitored by staff to ensure no overcrowding and toilet times will be allocated per Bubble Group; Nursery, Reception, Year 1, Year 2 and Year 6 have their own set of toilets to share between the two Year Registration Groups. Year 3, 4 & 5, will share the Key Stage 2 toilets and will be timetabled. Before and after breaktimes Bubble Groups will be instructed to use their own toilets. Children will be instructed to use paper towels to dry their hands. Posters displayed in toilet areas explaining correct handwashing techniques.*
- **clear rules about coughing or spitting at or towards any other person**
  - *Any child **purposely acting in an unsafe manner**: coughing, sneezing, spitting, entering personal space/breaking 'social distancing' will be:*
    - *a) given a warning, then (if deliberate, unsafe behaviour continues)*
    - *b) be removed from school provision.*
  - *Parents will be notified on the first occasion, if their child is behaving in an unsafe manner, or not following school expectations of safe, respectful and/or hygienic*

*behaviour. Depending on the gravity of the incident - this could result in the school provision being withdrawn immediately.*

- **clear rules for pupils at home about conduct in relation to remote education**
  - *Pupils remaining at home will continue to learn via Woodcroft Online and utilise Google Classroom and/or physical packs from teachers in school. Weekly safeguarding checks will remain in place.*
- **rewards and sanction system where appropriate**
  - *123 Magic, Stars of the Week Online, Personal Points*
- **Identify any reasonable adjustments that need to be made for students with more challenging behaviour.**
  - *Individual risk assessments in collaboration with SENCO, parents, pupils and Leadership will need to be completed.*
  - *Pupils that require SEND support and/or 1:1 attention will need to be risk assessed to decide on the appropriateness of their attendance on site and if the school can meet their needs, under the current climate.*

## **Annex B: Principles for Staff**

- **Do not come to work if you have coronavirus symptoms, or go home as soon as these develop (informing your manager), and access a test as soon as possible.**
  - *Staff will need to inform the school, self isolate and be tested if they suspect they are showing symptoms of Covid19. They will need to inform their manager of the result of their Covid19 test, and follow government and NHS guidance as to isolating. If members of your household are exhibiting symptoms of Covid19, you must not come to work. You must self-isolate, and arrange a test for yourself and members of your household, and inform the school of the result.*
- **Clean your hands more often than usual - 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.**
  - *Follow same procedures as the pupils (see Annex A)*
- **Use the 'catch it, bin it, kill it' approach.**
  - *Any item to be binned should be disposed of in pedal lidded bins only, to help prevent the spread of germs.*
- **Avoid touching your mouth, nose and eyes.**
  - *Avoid touching your face.*
- **Clean frequently touched surfaces often using standard products, such as detergents and bleach.**
  - *All classrooms/Bubble Groups will have access to their own appropriate cleaning products to ensure constant cleaning throughout the day, including tech devices.*

*Staff can clean surfaces in their classroom/Bubble Group at the end of each day. The cleaners will clean communal areas after pupils have left the school site, and empty class bins and vacuum carpets.*

- **Think about ways to modify your teaching approach to keep a distance from children in your class as much as possible, particularly close face to face support (noting that it's understood that this is not possible at all times, which is why hygiene and hand cleaning is so important).**
  - *Curriculum work will be completed via Google Classroom. Pupils will work in their place. Staff should remain 2m away from each other and where possible 2m away from pupils. When this is not possible, staff should avoid speaking face-to-face, avoid speaking on the same height as the pupil and can choose to wear a face covering, especially if this is for a period of more than 1 minute. Pupils will be instructed not to approach the adult(s) in charge of the Bubble Group. If confidential conversations are required, the pupil and adult will step into the corridor or playground to maintain distance.*
- **Consider avoiding calling pupils to the front of the class or going to their desk to check on their work if not necessary.**
- **Help your class to follow the rules on hand cleaning, not touching their faces, 'catch it, bin it, kill it' etc. including by updating your classrooms displays with posters.**
  - *All classrooms and shared spaces have posters displayed reminding of key hygiene routines to follow.*
- **Prevent your class from sharing equipment and resources (like stationery).**
  - *All pupils are provided with their own equipment and resources. At no time will a pupil be allowed or asked to share any item.*
- **Keep your classroom door and windows open if possible for air flow.**
- **Limit the number of children from your class using the toilet at any one time.**
  - *Toilet areas will be monitored by staff to ensure limits on numbers of pupils in the toilets at one time.*
- **Limit your contact with other staff members, and don't congregate in shared spaces, especially if they are small rooms.**
  - *Staff are expected to maintain social distancing measures with other adults at all times. No member of staff should enter a room other than their designated space to undertake their delegated duties. When entering a space, all adults should assess the available space, and their ability to maintain social distance whilst in the space.*