



Covid-19 Addendum to Houghton St. Giles Primary Academy Behaviour Policy

This addendum is to be used in conjunction with and alongside our full behaviour policy. The rationale behind it's creation is to ensure that the pupils and staff act in a manner that fully supports the necessary safety measures that have been put in place during the Covid-19 pandemic and national crisis.

Arrivals, Collection and Moving around school

Children will enter school through their designated entrance. Children will enter individually and will go straight to their designated classroom, keeping a 2m distance from any other individual (where possible). Staff will be able to support with this. At their designated home time, children will leave the building from their designated exit with the teacher. They will leave one at a time when their parent has come to collect them. Movement around the school will be limited. When the children leave their pod classroom to go outside for break, lunch or outdoor learning, they will do so through exit doors directly outside to avoid corridors. Children will follow an adult from their classroom on their designated route.

Handwashing and Hygiene

Children will be expected to follow all handwashing and hygiene routines while in school. Children will wash hands/use anti-bacterial gel when entering school, before and after eating and after going to the toilet. We ask children to follow the catch it, bin it, kill it, mantra when in school, if they need to cough or sneeze, they should use a tissue or crook of their arm. Children will be reminded not to touch their face, mouth, nose or eyes while at school. Should a child intentionally refuse to follow these routines, disciplinary procedures and sanctions will be used (see behaviour sanctions).

Social Distancing

Children who are old enough will be expected to socially distance from their peers and adults in school and on the playground/field at all times. Year 1 and 6 will have their own table spaced 2m apart (where possible). When children enter their classroom, they will be expected to go straight to their table and nowhere else in the room. Children will put their hand up if they need an adult's support, they will not get out of their seats. Should a child intentionally/consistently refuse to follow social distancing measures, disciplinary procedures and sanctions will be used (see behaviour sanctions). *We understand socially distancing may be more difficult for younger children, they will be encouraged wherever possible to keep a distance from peers and adults, however, we understand this may not always be possible.*

Toilets

Each pod will have their own toilets to use. These will be sign posted. Children will be encouraged to use the toilets one at a time (this may not always be possible with reception children). When a child has finished in the toilet they must wash their hands and use hand sanitizer when leaving the toilets.

Break and Lunch times

Children will have a designated place to play during break and lunch times. They will have their own equipment that will be cleaned after use. Children will be expected to remain socially distant from both peers and adults during play and break times. Children must stay in their designated areas. Lunch will be eaten in classrooms or on the field (key worker and Y6), in the hall (Reception and Year 1 zones). Children will eat at their table or in their own space. They will not get out of their seats. Reception and Y1 children will have packed lunches or a school lunch which they collect (support given to socially distance). Key worker and Y6 will have school lunches brought to them.

SANCTIONS

Some behaviour concerns referred to in this addendum may previously have been deemed less serious, however if a deliberate action now results in the potential compromising of a person's ability to socially distance and stay safe, it will now hold more serious consequences.

Category	Concern Examples	Consequences / Actions
1	<p>Accidentally breaking classroom and school safety measures:</p> <ul style="list-style-type: none"> • Not following expectations about coughing, sneezing and disposing of tissues. • Failing to socially distance • Touching other people and/or others' belongings 	<ul style="list-style-type: none"> • Gentle reminders given to support pupils • Pupils reminded why they have to follow the new measures for safety. <p>(This is supported in school with displayed posters, classroom structure, avoiding sharing resources, social bubbles, circle/story time, and class rules.)</p>
2	<p>Intentionally not following instructions or safety measures OR after receiving 3 reminders:</p> <ul style="list-style-type: none"> • Not following rules about sharing equipment, food or other items. • Not following hygiene instructions. • Not following instructions around school, including designated toilets, entrances/exits and break/lunchtime zones. • Not following sitting or lining up instructions or 2m apart (where possible). 	<ul style="list-style-type: none"> • Warning given regarding behaviour • Pupil receives a break/lunch time 'time out' for 5 minutes (spent outside and sat away from others). • Parents informed and asked to speak with their child to reiterate the need for these safety measures.
3	<p>Undermines the safety of others and deliberately:</p> <ul style="list-style-type: none"> • Tamper with or touches another child or child's equipment/belongings • Tamper with hygiene materials, such as soap or hand sanitiser. • Enters a zone or area that is out of bounds or which compromises the health and safety of children and staff in another 'social bubble'. • Attempts to socialise or engage with a child from another 'social bubble'. • Misusing toilet areas and facilities. 	<ul style="list-style-type: none"> • Parents informed and asked to collect the child from school. • Parents asked to speak with their child regarding the rules in returning to school the following day. <p>Usually a half day exclusion.</p>
4	<ul style="list-style-type: none"> • Deliberately coughing, sneezing or spitting at somebody. • Any action that would usually require the need for restraint and would severely compromise staff ability to remain socially distanced. 	<ul style="list-style-type: none"> • Pupil sent home and a risk assessment completed to assess if the child can return before September.

REWARDS

It has been necessary to remove some rewards included in the main behaviour policy due to them compromising the safety of pupils and staff during the current Covid-19 circumstances. Therefore, alterations have been made to ensure that pupils receive personal rewards in recognition for their efforts/behaviour/learning.

Category	Examples	Rewards
1	<ul style="list-style-type: none"> • Following rules • Good answers in class • Manners, kindness/caring, being helpful 	<ul style="list-style-type: none"> • Staff will praise a child immediately for their good behaviour and say why they are pleased with the child. • Staff will regularly inform each other and the child's parents of small praiseworthy actions (this will be done at the end of school at a 2m social distance).
2	<ul style="list-style-type: none"> • Consistently good behaviour and attitude • Consistently following our school Christian Values • Good piece of work • Good effort to learn and work hard 	<ul style="list-style-type: none"> • Staff may award stickers to children who show good behaviour or who have worked hard, tried their best or been helpful. These will be rewarded by the staff in their social bubble.
3	<ul style="list-style-type: none"> • Exemplary behaviour and attitude • Exemplary effort • Exemplary work and learning 	<ul style="list-style-type: none"> • Exemplary behaviour or progress/achievement on a will be commended by staff and is rewarded with pupils' receiving a Headteacher's Award - the headteacher will award this in the classrooms rather than pupils going to the office.