



PERIVALE
PRIMARY SCHOOL

Behaviour policy: coronavirus addendum

Committee with oversight for this policy – Full Governing Board	
Policy to be approved by the Headteacher	
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1. Scope

This addendum applies until further notice.

Unless covered in this addendum, our 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 changes to staff, parents and pupils.

2. Expectations for pupils in school

2.1 New rules

When pupils 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, in line with the [latest government guidance for full opening of schools](#) (read our summary of the guidance [here](#)).

Staff will be familiar with these rules and make sure they are followed consistently.

Parents should also read the rules and ensure that their children follow the new procedures that have been put in place. Parents should contact Naomi Dowd (Deputy Head) if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them to integrate back into school life.

Altered routines for arriving or leaving the school

- Children will be accompanied by one adult unless they have permission to walk home alone (5/6_
- Children will enter school through the key stage 2 gate and follow a one way system leaving school through the reception gate.
- Children should try to maintain 2 metres distance from other children when entering and leaving school
- Coats, bags and lunchboxes should be taken into the classroom and kept in the child's personal space. Cloakrooms will be closed off.

Hygiene, such as handwashing and sanitising

- Children will use sanitiser provided by staff as they enter the classroom
- Children will then need to go straight to their space and wait to be asked to go and wash their hands one by one at the classroom sink
- Children will be directed to wash their hands or use sanitiser at regular points through the day and must comply with these requests and wash their hands as advised on posters distributed throughout school.
- They should be reminded to avoid touching their face, mouth or eyes- especially after transitions or sharing equipment and before handwashing.

Who pupils can socialise with at school, including at lunch and break times

- Classes will be organised into year group 'bubbles' of no more than 60 children and 4 adults
- 'Bubbles' will remain together throughout the school day, including at lunch and playtimes

- Children should not mix with anyone who is not in their bubble at any time.
- In the classroom children should remain at their own table unless directed otherwise.
- Within a bubble, children can play together but should avoid remaining close to each other for more than a few minutes
- Children should not enter or leave school or walk home with anyone who is not in their bubble unless they live in the same household (e.g. siblings)

Moving around the school

- Children must follow teachers instructions at all times when moving around. They should line up with 2 metres between them and maintain this distance while walking in line.
- When going up and down stairs there should be 4-5 steps between each child.
- Children should queue to enter or leave the classroom, the hall, or any other room with a 2 metre gap
- Where one way systems have been established children must listen to teachers instructions and comply at all times.
- Where areas are closed off with tape children must not enter at any time.

Sneezing and coughing

- Children should be reminded to use the 'catch it, bin it, kill it' procedure
- Tissues should be used to cough or sneeze into.
- Tissues should be disposed of in the bin.
- Hands should then be washed at the classroom sink.
- If there is no time to get a tissue- children and staff should sneeze or cough into their elbow.
- Children should avoid touching their nose, eyes and mouth with their hands

Telling an adult if they are experiencing symptoms of coronavirus

- If a child feels unwell they must tell an adult immediately.
- This includes a persistent cough, temperature or other symptoms.
- They should follow an adult to a holding area where they will be cared for.
- They may need to have their temperature taken and may be asked to wear a mask.
- They then must wait to be collected by parents and should not have any contact with other children or staff.
- They may need to stay at home until a test result is negative, or isolate for 10 days if positive.

Sharing equipment

- Children should not bring equipment from home such as pencil cases.
- A set of personal equipment such as pencils, scissors, felt tips, rulers will be provided for each child.
- Personal equipment will be stored in the child's tray which will be kept on their table and will be carried outside by the child as needed.
- Personal equipment should not be shared with other children.
- Within a bubble, some equipment can be shared, such as bikes, balls or hoops, or plastic toys. This should not be shared with another bubble
- Younger children can wash equipment such as plastic bricks or animals as part of their routine after playing with it.
- After sharing any equipment children should wash their hands.
- Water bottles and anything else from home (eg fruit) should not be shared with anyone else.

Breaks or playtimes

- Bubbles will be allocated their own area of the playground where they will play for every break and lunch time.

- Break and lunchtimes will be staggered so that bubbles do not mix.
- Children must not leave their area or enter a different area – in exceptional circumstances adult permission and supervision must be sought
- Children MUST follow the instructions of SMSAs during lunch breaks, and other staff during playtimes

Use of toilets

- Children must ask permission to leave the classroom, including to go to the toilet.
- Children must leave the classroom to go to the toilet one at a time only.
- The toilets should not be used if already occupied by a child from a different bubble.
- In this instance children must return to the classroom and try again in a few minutes, or wait outside.
- After using the toilets children should ensure they flush the toilet and leave the cubicle clean.
- They should then wash their hands thoroughly.
- On returning to class they should confirm with staff they have done this and use sanitiser or wash hands again in class - before returning to their seat.

Avoiding transmission of Covid 19 through droplets

- Children must avoid coughing or sneezing towards another person
- They should cover their mouth or nose when coughing or sneezing
- They must not spit at another person
- They must not spray mouthfuls of water at another person
- They must not lick, bite or chew another person or equipment/furniture
- They should avoid coming inside perspiring heavily (a cool down period may be needed)

Observing other social distancing or hygiene rules

We are mindful that children will be dealing with a lot of change and may experience anxiety, and will exercise due patience and understanding. However in addition to the usual rules of conduct , staff will need to be extra vigilant and give reminders, verbal warnings or in some cases sanctions for the following behaviours which may put children and staff at risk:-

Interacting with children who are not in their bubble (there should be no opportunity for this)

Going into an area that is not designated for their bubble

Taking equipment from another bubble

Taking personal belongings/equipment from another child within their bubble

Forgetting social distancing by eg hugging or walking around with their arms around each other

Sitting for long periods close together

Play- fighting

Sharing food or drink

Using the fountains

Coughing or spitting at another person

2.2 Rewards and sanctions for following rules

To help encourage pupils to follow the above rules, we will:

- offer praise and encouragement
- support them to remember with reminders, songs and slogans, and posters
- award special stickers, house points and certificates

- talk things through with children who are struggling to understand or remember

However, if pupils fail to follow these rules we may need to take the following steps:

- Verbal warning (step 1)
- Step 2 (miss 5 mins play by sitting out)
- Step 3 (Work alone table -miss 10 mins play)
- Step 4 (Call home-miss golden time (5,10 or 20 mins))

Persistently reaching step 4 will result in a call home to parents and a supportive behaviour contract being drawn up.

Continuing to break rules that compromise the health and safety of themselves and others may result in the child being sent home after discussion with parents.

Lunchtime

The usual red and yellow card system will be in place:-

- Verbal warning
- 1st Yellow card
- 2nd Yellow card
- Red card

Red cards

If children receive a red card they will need to sit out for the remainder of lunchtime. The incident will be reported to the lunchtime supervisor and a member of SLT.

Parents will be informed by phone and the child will need to miss 2 lunchtimes as usual- supervised by members of SLT.

If a child becomes unmanageable, either in the classroom or playground, and refuses to cooperate, they may be sent home in order to protect themselves and others.

If children persistently break rules and social distancing arrangements in place to protect themselves and others, the school will work with parents to support their behaviour. If there is no improvement the school may need to consider a short term exclusion.

2.3 Changed rules

- Expectations for attendance – the [latest government guidance](#) says attendance will be mandatory from September. We will be reverting back to our normal expectations for attendance – please see the school Attendance and Punctuality Policy for further guidance.
- Expectations for uniform – In line with the new government guidance, from September 2020, all pupils must wear uniform to school and follow normal school rules on uniform as set out in section 6 of our behaviour policy. If pupils cannot wear their full uniform, parents should contact the school office to see how the school can help.

As long as this addendum applies, we will alter the following school rules.

- Start times will vary according to new school procedures
- Children who are late may still enter the classroom and the teacher will inform the office if the register has been taken
- Parents may receive a call to enquire about lateness

3. Expectations for pupils at home

3.1 Remote learning rules

If pupils are not in school, we expect them to follow all of the rules set out below.

Parents should also read the rules and ensure their children follow them. Parents should contact Naomi Dowd (Deputy Head) if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them with their learning.

Insert rules, such as:

- Parents and children must be contactable during required times – although we will take into account that pupils may not always be in front of a device the entire time
- Pupils must complete work to the deadline set by teachers
- Children and parents must seek help if they need it, from teachers or teaching assistants- teachers can be contacted directly via year group emails or through admin email
- Children should follow the guidance provided (see the home learning section on the school website) when emailing teachers and this should be done with parental supervision and sign off, through parental email accounts
- Parents must alert teachers if their children are not able to complete work
- Pupils must use proper online conduct, such as using appropriate language in messages (please refer to the school Online Safety Policy and Acceptable Use Agreement, and any further guidance shared by the school in the case of remote learning being needed).

Where children are finding it difficult to focus on learning and complete the work set by the teacher, the school will liaise with parents to support their child.

Pupils using the National Tutoring Programme to access tutoring are also expected to follow proper online conduct as described above during tutoring sessions.

- When playing online games or using phones, texts or social media children must observe appropriate conduct and refrain from using obscene or offensive language, threatening behaviour or inappropriate images

3.2 Dealing with problems

If there are any problems with pupils adhering to rules around remote learning, including if they don't engage with the remote learning set for them, we will contact parents to discuss alternative arrangements and support them with their learning.

Should the school receive complaints of inappropriate use of online messaging, parents will be called to discuss how to resolve this.

4. Monitoring arrangements

We will review this policy as guidance from the local authority or Department for Education is updated, and as a minimum every 3-4 weeks by Naomi Dowd (Deputy Head). At every review, it will be approved by the full governing board.

5. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Health and safety policy
- Behaviour Policy
- Home learning policy
- Online safety policy