



Addendum to the Behaviour Policy in the light of the Covid-19 Pandemic

Updated March 2021

This addendum runs an extension to the school's Behaviour Policy, which continues to apply in full; its foci are behaviours that relate to preserving the safety of all in light of the Covid-19 pandemic.

Our school community is one where the support of others is fundamental to our ethos; our students and staff embody this every day. In this most challenging of times the need for this support is likely to be even more pronounced. Shown below are the additions to our Behaviour Policy, which are designed to help keep all elements of our school community safe and well; adhering to these instructions is an effective way of showing support and care for others.

- Pupils must not attend school if they are displaying symptoms of Covid-19 or if any member of their household is self-isolating due to symptoms of Covid-19.
- If a pupil becomes unwell whilst on school site, they must report to the school Matron (10.00am-2.30pm) or the school office in Matron's absence as a matter of priority.
- Full school uniform is to be worn, except on those days where pupils have practical PE lessons. On these occasions, pupils are to arrive and depart in their school PE kit to minimise the need for the use of shared changing rooms. However, pupils are to bring their uniform with them in case of poor weather during their PE lesson, providing them with dry clothes in which to change.
- Pupils must use their identified entrance and exit to enter and depart from school (Yrs7&8: Grand Staircase doors; Yrs9-11: Chapel Gate; Yrs12+13: Sixth Form Gate), and honour any established one-way systems on the site, maintaining the advised social distancing of 2 metres where possible.
- Pupils must not enter the back of the school site before 8.15am but are to be in school by no later than 8.50am. Once on site, pupils are to wait at the front of the school in their allocated year group area and once allowed to access the back of the school are to report directly to their allocated zone, going to the classroom that will be the location for their first lesson of the day using an outside route as much as is possible. Social distancing is to be maintained at all possible times, even when in a year group bubble.
- Pupils are to avoid entering other year group zones wherever possible.
- Pupils are to arrive on and depart from the school site on foot, except for those that travel by school coaches that access the school site. There is to be no drop off or pick up on school site, other than to collect a pupil during the school day between 9.00am and 3.15pm or after 3.50pm.
- Pupils that travel on school coaches are to wait at the allocated point of collection at the end of the day, board the coach in single file appropriately distanced, wearing a mask and stay in their allocated seat for the journey.
- Once in their designated classroom, pupils should occupy the same desk for each visit and should remain seated – seating plans will be in place. They must not leave the room without the direct permission of a member of staff.
- Between each lesson, pupils are to remain in their allocated classroom unless they are required to move room for their next lesson, or it is lunchtime. Use of the toilet in this time is permitted. Pupils will not be allowed to use the toilets during lesson times unless there is a medical reason for doing so – please inform the school Matron if this is the case.

- When waiting for lessons that use specialist teaching areas, such as Art, Technology or PE, pupils are to remain socially distanced outside of the relevant school building until asked to enter by a member of staff.
- Pupils are allowed to eat and/or drink in the breaks between lessons. They must have their own bottle for drinking and food is not to be shared.
- At lunchtime, pupils may only use the Café in their year group's allocated time slot. Whilst outside, they are to remain in their year group's allocated area.
- There is a fixed plan of desks in each classroom to maximise social distancing; the desks must not be moved. All teaching will be from the front.
- Pupils must provide their own resources, such as stationery, textbooks (where relevant), pens and tissues. These items cannot be shared. Items such as footballs, netballs or basketballs can be shared for recreation within a year group bubble but must be cleaned regularly between use.
- Pupils must use the foot operated hand sanitiser stations provided, or their own hand sanitiser, when entering and leaving the school buildings.
- Pupils are to use only the toilets in their allocated zone. They must wash their hands thoroughly after using the toilet.
- Tissues should be used to catch all coughs or sneezes, used only once and then disposed of appropriately in the bins provided.
- Pupils will be dismissed at the end of the day in staggered release from 3.25pm (Yrs7-9) and must leave the site immediately, unless waiting for a coach that collects on school site or are involved in an after-school extra-curricular activity.
- Although the school is cleaned carefully at the end of the day and shared spaces during the day, pupils should avoid touching shared items and surfaces like banisters, doors and door handles wherever possible.
- There is to be no dropping of litter; it is to be disposed of in the bins provided. Removal of someone else's litter presents unnecessary risk to others.
- Wearing a face covering in school **is now mandatory at all times** except for when students are involved in PE, eating in the café or are socially distanced outside at lunch. Consequently, all pupils will need to bring a plain, simple face covering for use in school at these times – see-through visors are not to be used as an alternative to a face covering. Pupils must ensure that their face covering is in place before entering the school site and must keep their mask appropriately fitted in place at all times bar for those aforementioned times. Students and staff that are exempt from wearing a mask will be issued with a lanyard to indicate such.
- Pupils must take full responsibility for their own mask/face covering and ensure safe use. Any deliberate misuse of a face covering (for example, to hide one's identity) will be considered a sanctionable behaviour.
- <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>
- Pupils must avoid physical contact with each other at all times.
- Use of personal devices is permitted at the user's own risk; the school will take no responsibility for damage or loss on or off-site. These devices must not be shared with others in any circumstance.
- If the fire alarm sounds, staff and pupils are to leave the classrooms immediately in silence and at a distance of 2 metres apart, unless instructed otherwise. The assembly points are on the tennis courts and are easily accessed by following the established one-way systems.
- Any pupil whose behaviour puts their own or others' safety at risk may be required to work in isolation. For repeated offences, the school will consider the use of some form of exclusion.
- There is to be no spitting on or off-site; this would be considered a serious offence.
- The Department for Education has confirmed that any pupil who commits serious or persistent breach of the new COVID-19 protection rules may be sanctioned using the full range of sanctions available, dependent on the seriousness of the breach, up to and including in serious cases, permanent exclusion.