



St. Joseph's Catholic Primary School

We are children of God: we achieve, believe and care

Behaviour and Anti-Bullying: COVID-19 Addendum

Contents

Important contacts	2
1. Scope	2
2. Arrivals and Departures	3
3. Moving Around the School	3
4. Expectations around Hygiene	4
5. New Rules and Routines	4
6. Racism	4
7. Sanctions and Rewards	4
8. Monitoring arrangements	5
9. Links with other policies	5

1. Scope

This addendum applies during the period in which schools have had to make considerable adjustments to how they operate due to the COVID-19 pandemic, and reflects updated advice from the Department of Education.

It sets out changes to our normal behaviour policy in light of the Department for Education's guidance, Planning Guidance for Primary Schools (14.05.2020) and should be read in conjunction with that policy.

Unless covered here, our normal behaviour policy continues to apply.

2. Arrivals and Departures

2.1 Arrival and departure times are as follows:

Year group	Arrival	Departure	Friday Departure Time
Nursery	8.45am	11.30am	11.30am
Reception	9.15am	2.45pm	12.15pm
Year 1	9.00am	3.00pm	12.30pm
Year 6	8.50am	3.15pm	12.45pm
Children of key workers	8.40am	3.25pm	3.15pm

School will be closed by 12.45pm each Friday to allow for a deep clean in between group uses and to allow staff time to set and/or review online learning tasks for children at home.

2.2 Parents Coming into School

- Parents will **not** be allowed onto the school grounds, other than to drop off their child or pick them up.
- The school office **is open for e-mail and telephone calls only**. No visitors will be admitted.
- All contact from parents must be made by calling the school: 0191 914 2484 or via email at: enquiries@wsj.org.uk
- If a teacher needs to talk to a parent, they will make a phone call to the parent.
- In the event of an emergency, parents will be invited to the main entrance. Parents will be asked to wait until a member of staff invites them in. Parents must stand 2 metres away from the desk in the designated space.

3. Moving Around the School

- Children will need to physically distance themselves where possible and routines will be established to help the children to do this.
- Lines, signs and markings must be followed by the children to maintain safe movements around school
- Procedures will be put in place to minimise contact and mixing with other classes.
- Children will not mix with other pupils. They will spend the day within their 'class bubble' and be encouraged to socially distance within that, where possible.
- Classes will be no bigger than 15 children with one Teacher (and a Teaching Assistant where possible)
- Children will be in the same small groups at all times each day. Children or parents will not be able to request which group a child is in.
- Children will be allocated their own set of equipment that only they will use – no equipment is to be brought in from home.
- No resources will be sent home – this includes books, worksheets and paintings/artwork. Staff will upload images of these to Seesaw or Tapestry to share with parents.
- The groups will use the same classroom throughout the day, with a thorough cleaning of the rooms at the end of the day.
- Regular cleaning of the school will take place during the day.
- There will be staggered playtimes and lunch there will be a packed lunch served in the classroom.
- Classrooms will be well ventilated using natural ventilation (opening windows)
- Doors will be propped open, (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.

4. Expectations around Hygiene

- Children will be made to wash hands regularly, e.g. before the day starts and at the end of the day, as well as after each lesson.
- Posters with visuals on will be displayed in the classroom with reminders to when and how their hands.
- There will be hand sanitiser in various locations around the school.
- Children encouraged to use a tissue or elbow to cough or sneeze and bins will be used for tissue waste ('catch it, bin it, kill it').
- Children will come to school in freshly laundered clothes every day.

5. New Rules and Routines

- Children will not be able to share stationary so will be praised by staff for looking after their own equipment.
- For playtimes, each group of children will be provided with a set of washable plastic toys that encourage socially distanced games (e.g. bats and balls) These will be cleaned and disinfected after every use.
- Behaviour where a child coughs or spits at another individual, on purpose will be taken very seriously. Staff must immediately report the incident to a member of the Senior Leadership

Team (SLT) and report onto CPOMs. Fixed Term Exclusion or Permanent Exclusion may be given as a sanction, by the headteacher, depending on the circumstances of the incident.

6. Racism

Staff at St. Joseph's must recognise that there has been prevalence in racist incidents linked to the COVID-19 pandemic. Any negative comments to any individual linked to their race, ethnicity or cultural belonging will continue to be treated very seriously. Staff must report any racist incidents, as per the behaviour policy, on CPOMS. A member of SLT will then follow the Behaviour Policy's steps to deal with the incident.

7. Sanctions and Rewards

7.1 Rewards

- Most of the rewards from the current Behaviour Policy are still applicable.
- Staff will consciously reward children for practising good hygiene and social distancing.
- Staff will promote positive wellbeing and mental health and encourage children to regulate and manage their anxieties in the classroom. Staff will praise children for independently showing these skills e.g. breathing techniques, taking time out or talking about their worries with staff.

7.2 Sanctions

- Most of the sanctions from the current Behaviour Policy are still applicable.
- If a child is continually disruptive and does not adhere to adult instructions then the incident must be reported to SLT in a timely manner. It must also be reported on CPOMS.
- If the child is unable to behave in a safe way at school, school will follow the behaviour policy.
- If necessary, an individual risk assessment with a behaviour plan, will be created to support the child to be safe in school.

8. Monitoring arrangements

This policy will be reviewed as guidance from BWCET, the Local Authority or DfE is updated, and as a minimum every 3-4 weeks by Judith Black, DSL.

9. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Staff [behaviour policy/code of conduct]

- IT acceptable use policy
- Health and safety policy
- Online safety policy
- Whistle-blowing
- Anti-bullying
- Peer to Peer Abuse Policy
- SEND Policy