

Code of conduct relating to the return to school after COVID-19 lockdown school closure

Returning After Lockdown

We recognise as a school that returning after such a long time at home presents a unique and challenging set of circumstances. We accept that students will take time to settle in and establish themselves in a routine and that it will feel strange for them to be back in school and in classrooms with their peers. Some students (and staff) may feel anxious or nervous about their return to school and so extra pastoral care and support will be available on request. There will be some additions and amendments to school rules for students to follow. These have been made to ensure the safety of students and staff and should be taken very seriously. Our students' and staff welfare, safety and health are a key priority.

Social Distancing

We will follow the government guidance on Social Distancing. Students should respect the 2m rule and it should be followed without exception. This applies at breaks and lunchtimes as well.

Existing Policies

Our existing behaviour policy remains in place. However, some amendments need to be made to some of our procedures.

The Consequence system should still be used by all staff and the Aspire Classroom Charter is how we expect students to conduct themselves.

The mobile devices policy remains in place and are still banned from being seen/used on site. However, we have changed the way in which we deal with students not adhering to the policy. The changes are outlined in the amendments section below.

Positive behaviour should be promoted through the use of positive points on classcharts.

Arrival to School

- Students should travel to school following social distancing guidelines
- Students should arrive to school at their allocated time and entrance
- They must queue maintaining a distance of 2m

Additional staff (On call, Student Services and SLT) will be available to let any late arrivals into the building. Students must still use their allocated entrance, use the hand sanitiser and be escorted directly to their allocated classroom.

Exiting School

- Students must leave through their allocated gate
- Students must not wait at school for anyone leaving at a different time
- Students should travel home from school following social distancing guidelines

Movement around school

- Students must follow the one-way system when moving around school
- Students must follow the 2m distance rule at all times

Break 11:30-11:50

- Students to remain in their allocated classroom
- Snack boxes will be delivered

Lunchtime

- Group A and B 12:50-1:20
- Group C and D 1:20-1:50

Each sitting will be split into 15 minutes of outside activity and 15 minutes for actual eating. Each group will be designated a portion of the dining room to sit in. The dining room will be cleaned between sittings. The Lead teachers will supervise the lunchtime period.

Toilets

- Students are to be allowed to go to the toilet during lesson time (this will hopefully reduce the number of students using the toilets at break and lunchtime)

Staff should radio on call who will come to your classroom and escort the student to the designated toilet.

Equipment

- No equipment is to be shared

Each room will be equipped with 10 chrome books that will be sanitised each day after use. Each student will be issued with a wallet full of stationary to avoid the swapping of equipment.

Uniform

School uniform is not required and students are to wear their own clothes, which clearly must be sensible and appropriate to wear in a school setting.

Amendments to Existing Policies

The amendments made to our behaviour policy and mobile devices policy are necessary due to the unique situation that we find ourselves in during the pandemic.

Students learn best in an ordered environment. This can be achieved when expectations of learning and behaviour are high and their consequences are made explicit and applied consistently.

Students' code of conduct

The list below outlines our expectations and the responsibilities of all students to ensure the safety of all is paramount:

- Arrive and leave school only at your allocated entrance
 - Group A via Student Service
 - Group B via the staff entrance
 - Group C via Thornton doors
 - Group D via Poulton doors (having entered from PlayFootball)
- Stand on the 2m lines outside of your allocated entrance until you are allowed to enter the building
- Use the hand sanitizing station as soon as you enter the building and walk directly to your allocated classroom with your lead teacher, adhering to the 2m distance
- Students must remain in their allocated seat during lessons
- Only use the resources or equipment in your allocated classroom. You must not swap any equipment.
- If you need the toilet, on call will be requested and you will be escorted to the designated toilet
- Follow the one-way system around school at all times
- Follow the 2m distancing markings around school at all times
- Physical contact with staff or students is not allowed
- Do not share drinks bottles, food, cutlery or plates and cups etc
- Follow instructions about staying within your allocated bubble at all times even if you have friends you want to be with in another group
- Break time will be spent in your allocated classroom and snack boxes will be delivered. You must remain in your allocated seat
- Lunchtime will be split into 15 minutes in your allocated space within the canteen and 15 minutes outside
- Wash hands using soap thoroughly throughout day and/or use the hand sanitiser provided
- Try not to touch your face with your hands, especially your mouth, nose and eyes

- If you need to cough or sneeze use a tissue and then put it in the bin. If you don't have a tissue then cough or sneeze into your elbow/ upper arm. Immediately wash your hands.
- Tell an adult straight away if you feel unwell, have been coughing quite a lot or are experiencing any of the COVID-19 symptoms listed (a new and continuous cough, a fever, loss of smell or taste)
- You must NEVER spit, cough or sneeze at anyone or anything. This is VERY DANGEROUS FOR OTHERS

Please note that coughing and/or spitting towards any other person will be classified as dangerous behaviour and will result in the most severe sanctions, especially where intent is perceived.

C5 COVID-19

Behaviour that wilfully undermines the safety measures that the school has put in place or risks the safety of students or staff will not be tolerated. If incidents occur then they will be treated as high level behavioural incidents and sanctioned accordingly.

An additional C5 option (C5 COVID-19) has been added on classcharts for this purpose.

Examples might include:

- Deliberately ignoring the social distancing measures put in place by the school
- Spitting at another student/member of staff
- Deliberately coughing/sneezing at a student/member of staff
- Behaviour or language that is intended to cause alarm or distress to students/staff about the current situation

Please radio for on-call immediately. Most incidents will result in parents/carers being contacted and the student being sent home. The successful completion of a risk assessment must be conducted before the student will be allowed to return to school.

Please see below the COVID-19 paragraph that is in the amended behaviour policy:

During the return phase following COVID-19, our students' and staff welfare, safety and health are a key priority and as a result we will take a zero-tolerance approach to any student who endangers the safety of others. Any behaviour displayed by a student which puts others at risk will be dealt with immediately by on-call and SLT. The student will be sent home and will not be allowed back into school until the successful completion of a risk assessment has been conducted.

The consequence system

It is important that students' behaviour in lessons is of the highest standard. A significant amount of learning time has already been lost, therefore further interruptions to learning must be avoided. The consequence system will continue to be applied in all lessons and will be monitored on a daily basis. Persistent disruption and/or defiance or a serious incident may result in a student not being able to attend the on-site provision. This decision will be made by the SLT.

Fixed Term Exclusions and Internal Fixed Term Exclusions

During this phased reopening of the school, IMPACT will be open but will be used as a 'cooling off' room and will be staffed by SLT. Only staff on-call will bring students to this space.

Internal fixed Term Exclusions will not be imposed as a sanction. Any misbehaviour that would normally result in an Internal Fixed Term Exclusion will instead result in a Fixed Term Exclusion

The procedures for Fixed Term Exclusions remain unchanged. However, reintegration meetings will instead need to be done as a phone call with a parent/carer and a successful risk assessment may need to be completed before the student is allowed to return to school.

Mobile Devices

The rules on mobile devices remain unchanged. They should not be seen or heard on the school site or within the building. However, the procedure for dealing with someone seen with their phone has now been changed.

All desks will have an envelope on them. If a student is seen with a mobile device they must place it in the envelope, write their name on it and place the envelope on the floor underneath their desk. The student can have the mobile device back at the end of the school day.