

Central Lancaster High School

Coronavirus (COVID-19): Behaviour for Learning Policy Addendum

Overview:

The following sets out plans for the re-opening of school to facilitate face-to-face learning for all year groups in accordance with the government's latest guidance.

The way school is currently operating in response to coronavirus (COVID-19) is fundamentally different to business as usual, however, a number of important behaviour procedures remain the same:

High quality behaviour for learning is underpinned by:

- Relationships
- High quality (lesson) planning
- Positive reinforcement and recognition
- Student compliance with the Central Way

The **Central Way** is the way which Central expects its students to conduct themselves both in school and outside of school as members of our community. It has the following 5 expectations at its core:

- **Effort**- be the best version of YOU!
 - **Respect**- look after staff/ students/ self/ environment, both in and out of school.
 - **Ready**- be ready to learn by having uniform and equipment.
 - **Responsibility**- if you do something wrong, accept the consequence.
 - **Punctual & present**- be there, be on time!
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- With regards to safeguarding, the best interests of children must always continue to come first and in line with the statutory guidance [Keeping Children Safe in Education 2020](#)

- Please refer to our standard Child Protection and Safeguarding Policy <https://www.lancasterhigh.lancs.sch.uk/safeguarding>
- If anyone in a school or college has a safeguarding concern about any child they should continue to act immediately and contact the DSL - Victoria O'Farrell or Deputy DSL - Lee Mackie either by contacting school, by phone or email Victoria.ofarrell@lancasterhigh.lancs.sch.uk or lee.mackie@lancasterhigh.lancs.sch.uk

Behaviour for Learning (BfL) Policy

Central Lancaster High School has an effective Behaviour for Learning policy in place reflecting business as usual. The BfL policy will be reviewed and kept under review as circumstances continue to evolve. An addendum for the BfL policy during COVID-19 pandemic is available.

It is important that all staff and volunteers are aware of the BfL addendum policy and are kept up to date as it is revised. The BfL addendum policy should continue to be made available publicly.

School staff should continue to work with and support children with their understanding of COVID-19, the social distancing and hygiene measures. With our vulnerable children, we will continue to work with other agencies such as Children's Social Care, social workers, SENDO and other agencies. It may be a requirement to make separate risk assessments, Educational Health Plans and reasonable adjustments that support their understanding, learning and emotional well-being. These will be shared accordingly with school staff where appropriate.

Attendance

- As from 1st September, normal school attendance expectations will be reverted to i.e. 97%+ attendance.
- No holidays during term time will be authorised.
- School procedures followed with regard to non-attendance.
- The school gates will open for pupils at 8.30 am and pupils should be lined up in their designated year group area, ready to be collected by their House Tutor by 8.40 am.
- Pupils will be directed by members of staff at Gate 1 and Gate 2 to their allocated year group entrance and area as follows:
 - Year 7 – path by A7, normally used for bus exits (A1 building entrance)

- Year 8 – path by A7, normally used for bus exits (A4 building entrance)
- Year 9 – main student entrance (C1 stairs entrance to E floor)
- Year 10 – SEND entrance
- Year 11 – fire road to the astroturf (D floor back stairs – entrance SEND)

The Central Line

In order to best support the newly formed year group bubbles and to minimise contact and crossover where possible, the school day and the way in which pupils move around school has been adapted. Pupils will be required to follow a one way system called the **Central Line**. The line runs clockwise around the school and is to be followed between lesson change over and at breaks and lunch. It has been designed for simplicity and covers the perimeter of the school site. The **Central Line** has seven junctions which are marked with queuing points on the ground outside. At the end of break and lunchtime there will be two bells, the first bell two minutes prior to the start of lesson. The first bell is to signal movement around school, staff who are collecting pupils for specialist rooms should be at the head of the queue for their room by the second bell.

Basic principles

- Pupils will follow the line until they reach their junction point and then line up ready for their lessons.
- Under no circumstances are pupils to walk against the flow. Where possible staff either use the Central Line or use the school building.
- Pupils are expected to move quickly to lessons to maximise learning time but staff should consider the distance travelled when challenging late arrivals.
- Exit points to re-join the Central Line are not necessarily close to the line. Please make yourself aware of where pupils are expected to re-join.
- For breaktimes and lunchtimes, students must stay in their allocated outside space and use the toilets at their allocated time to allow cleaning in between.

- Year 7 - quad by A1 and A floor toilets 1st half
- Year 8 – netball courts and A floor toilets 2nd half
- Year 9 – main quad and E floor toilets
- Year 10 – library quad by the house area and D floor toilets 1st half
- Year 11 – astro-turf and D floor toilets 2nd half

Expectations

- When attending school, pupils must follow the rules and expectations outlined below. This will help maintain the health and well-being of everyone in our school and wider community.
- Pupils are expected to:
 - Arrive to school on time.
 - Not congregate in school or outside at the beginning or end of the day.
 - Use hand sanitiser and/or wash hands when instructed by a member of staff during the day.
[COVID19 guidance education poster.pdf](#)
 - Avoid physical contact at all times – no hugging, shaking hands etc.
 - In the classroom, sit in the same place at all times. Do not move the table or chair.
 - Not borrow equipment from anyone else – use their own personal equipment or the equipment they are provided with.
 - Maintain a safe distance of 1 metre from others between and during lessons.
 - Use the one-way Central Line at all times.
 - Go outside at break and lunchtime. If the weather is poor, an indoor provision will be provided in bubble zones.
 - Not share food with others.
 - Tell a member of staff if you feel unwell.
 - Use the NHS advice and ‘catch it, bin it, kill it’ if they cough or sneeze [NHS poster Catch-bin-kill.pdf](#)

Meeting our expectations:

Staff will reward students for their positive contributions to school by awarding them with positive points via Class Charts, as stipulated in the broader Behaviour for Learning Policy.

Consequences of not meeting our expectations:

Due to the nature of the Covid-19 pandemic and the associated risk to the health and safety of others, pupils who do not follow the instructions of staff, the rules in place, or put others at risk, will receive penalties in line with the school's behaviour policy:

- P1 Warning
- P2 Detention at lunchtime with HoH (10mins)
- P3 Exit D6 and 20 min detention at the end of the day.
- P4 Impact + 1 hour detention at the end of the day

In circumstances where pupils persistently refuse to follow the expectations outlined, or have a serious breach of the policy, consequences could include internal, fixed term or permanent exclusion.

School buses

The Local Authority is continuing to provide Bowerham and Marsh buses in the foreseeable future. School will continue to provide the minibus to the children who have reserved spaces.

The following applies to the use of buses:

- All pupils must wear face coverings
- Used face coverings should be stored appropriately in plastic bags until they can be washed. Alternatively, non-reusable face coverings should be disposed of appropriately on arrival into school (bins are provided).
- It is recommended that students travel with their own sanitising hand gel as this is unlikely to be available on board.
- Students should be encouraged to carry tissues on home to school transport. The 'catch it, bin it, kill it' approach is very important. Tissues will be disposed of in a covered bin on arrival to school (bins provided).
- There is no eating or drinking on board.
- Students should talk at low levels and refrain from shouting.
- Pupils on the school minibus must sit in their allocated seats
- Pupils on the LA buses must pay with exact fare. Fare prices: Single Return Journeys up to 3miles £1.60, return £3.00.
- When waiting for the buses, pupils must maintain 1metre distance from each other
- House Tutors will keep daily records of students who have used the bus service for Test and Trace purposes.

- If there are any positive cases within the school, as well as informing the Local Health Prevention Team and following any specific school COVID-19 guidance, school will also inform School Bus Managers immediately so that appropriate action can be taken with regards to dedicated school transport i.e service amendments.

Safe and appropriate behaviour on the buses

- We do not expect drivers to police pupil behaviour. The driver should be able to focus on driving the vehicle safely.
- Everyone on board the bus has a responsibility to help keep students and drivers safe during the journeys.
- Parents and carers are responsible for ensuring children understand how to use transport safely, and children themselves are responsible for acting upon this.
- It is extremely important that guidelines are followed to minimise the risk of COVID19 transmission. Operators have been asked to advise the county council of breaches of guidelines.
- Persistent breaches in behaving safely and appropriately by a student may result in a refusal to carry them on board the bus service.

We ask parents to support us with our expectations on safe behaviour. Parents are required to discuss the expectations with their child and tick the agreement section on the booking form to indicate that they understand and agree to the Behaviour Policy and addendum for COVID-19 Educational Provision.

Updated by LEM and VJO 02.09.2020