



Lytham St Annes High School Behaviour Policy Addendum in response to Covid-19

Addendum to our Behaviour Policy to Cover Online Learning – COVID19

The school's usual behaviour policy still applies; however, in light of the online learning environment we wish to include an addendum to cover the use of remote learning technology and virtual classrooms. We will review this policy as guidance from the local authority or Department for Education is updated.

At this time, it is essential that students are committed to learning in a new way, where they cooperate with each other and recognise the different experience that students and staff will be facing on a daily basis. For the health benefits of all it is important that learning continues in a manner that reflects the highly positive environment of an LSA classroom.

Expectations for pupils at home (Remote learning rules)

If pupils are not in school, we expect them to follow all of the rules set out below. Parents and carers should also read the rules and ensure their children follow them. Parents and carers should contact their child's Head of Year 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.

Expectations of Students

During live lessons, pupils are expected to behave appropriately by:

- Arriving to lessons on time
- Using proper online conduct, such as using appropriate language in messages
- Seek help if they need it, from their teachers
- Be fully equipped for the lesson e.g. Having books/paper and stationary ready before class begins
- Follow staff instruction immediately e.g. Muting their microphone when asked, turning off their camera when asked, raising their hand to ask questions, or using the relevant online class participation feature
- Do not disturb the learning of others, Be kind, compassionate and listen to others
- To meet deadlines, or alert teachers if they're not able to complete work

Expectations of School Staff

- Be kind
- Provide learning opportunities, suitable challenges and remove barriers to learning
- Ensure a calm and focused environment in the online classroom
- Challenge behaviour that disturbs the learning of others
- Implement the schools behaviour policy.



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Monitoring arrangements

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:

- Continue to use Classcharts for positive achievement and negative behaviour issues
- Contact students
- Contact parents/carers
- Use safeguarding processes and procedures

Lack of Engagement

If a student has not submitted a piece of work.

- Class teacher will remind students, as they would in a normal lesson, that any work outstanding needs to be completed.

If a student continues to not submit work. **

- Teacher will make a formal note using ClassCharts 'Work not submitted' (No actual negative point recorded.) This will inform Parents/carers are by ClassCharts.
- Classcharts points will be monitored by senior staff and contact with home will be made if needed.
- A plan will be put in place to support engagement.
- Teaching colleagues informed as needed.

**Teachers will use their professional judgement. This could be a substantial piece of work e.g. a long exam question that students have been working to complete OR ongoing instances where work has not been completed.

Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Behaviour policy
- Health and safety policy
- Mobile phone policy
- Respect and Anti-Bullying policy

Sanctions

The school's consequence system still exists; however, it is necessary to clarify some situations that could arise in the context of online learning. The list is indicative and other behaviours deemed



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adverse to the safe conduct of online learning might be interpreted as sanctionable.

Low Level Concerns

- Work not submitted or submitted of an intentional poor quality showing a considerable lack of effort
- Student is off task in the lesson on a school platform, or a different app, webpage or piece of software
- Arrive late to an online meeting without a valid reason
- Using a different device to access non-educational content during the lesson.

Medium Level Concerns

- Student continues to be off task despite warning
- Disruption to the learning of others. This could be by logging other students off, by using chat facilities to interrupt learning, by muting or not muting microphones
- Consistently poor punctuality or organisation, or leaving a lesson early without valid reason
- Muting video and leaving the lesson.

High Level Concerns

- Taking of screen shots or recordings that are shared or any other behaviour that causes a serious breach of the school's acceptable use policy
- Use of foul or discriminatory language
- Continued disruption to the learning of others
- Deliberate damage to equipment

The list is not exhaustive but covers some of the behaviours that could perceivably be undertaken. It remains the right of the school to decide the level of concern for any behaviour not listed here.

An additional behaviour sanction (for recording purposes) has been added to class charts as 'inappropriate behaviour online' this may be followed up with contact home.



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