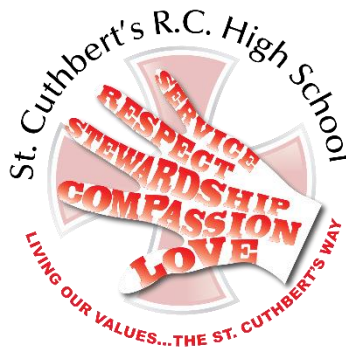




St. Cuthbert's
Roman Catholic High School

WHOLE SCHOOL POLICY & PROCEDURES

BEHAVIOUR POLICY: CORONAVIRUS ADDENDUM



Mission Statement

*'The Lord God requires of us that we should help others whenever we can,
always make the right choices and be the best that we can be in everything that we do'.*

Policy: Behaviour Policy: Coronavirus Addendum

Type: Choose an item.

Website: Choose an item.

Author: T Logan

Approved:

Next Review:

Frequency: Annual

Delegated: Choose an item.

Notes:

CONTENTS

1. Scope	page 4
2. Expectations for students in school	page 4
3. Expectations for students at home	page 6
4. Monitoring arrangements	page 7
5. Links with other policies	page 7
Appendix A	page 8

1. SCOPE

This addendum applies until further notice.

Unless covered in this addendum, our normal behaviour policy continues to apply.

We may need to amend or add to this addendum as circumstances or official guidance changes.

We will communicate any changes to staff, parents and students.

2. EXPECTATIONS FOR STUDENTS IN SCHOOL

2.1 New rules

When students are in school, we expect them to follow all of the rules set out below to keep themselves and the rest of the school community safe.

Staff will be familiar with these rules and make sure they are followed consistently.

Parents/carers should also read the rules and ensure that their children follow the new procedures that have been put in place. Parents/carers should contact Mrs Logan (Assistant Head Pastoral) or 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.

Travelling to school

Students should consider walking and cycling where possible, or being dropped off by car if necessary. They should avoid the use of public transport where possible, particularly at peak times.

The Government has published guidance on [how to travel safely](#), which schools, parents and young people can refer to when planning their travel, particularly if they need to use public transport.

Students travelling to school via public transport **must** wear a mask as directed by government guidelines.

Students walking to school should observe the two-metre rule and are advised not to go in shops near the school or travel as a large group.

Punctuality

Students **must** be on the school premises by 8.40am otherwise they will be refused entry – the school gate will be closed at this time. Registration will be at 8.40am for face to face sessions to start at 8.45am.

Arrival to school

On arrival, students will be met by the senior leadership team and can access designated areas of the site whilst maintaining social distancing. They will then be given instruction to move to the yellow dots on the ground to enter their area.

They will then move towards their designated area (outlined in this letter) and will do so by keeping two-metre distance from one another by standing on the yellow dots on the ground.

Students will *not* be permitted to access any other area of the school, including the cuisine.

Students will be escorted to their class work areas by a member of staff.

Dismissal

At the end of the face-to-face session students must wait to be dismissed by a member of staff. Students will apply hand sanitiser as they leave the workspace and will leave the school site via the main gate remaining two metres apart, by following the yellow dots on the ground.

Students must not wait for anyone at the gates, they must leave immediately on their own. We ask that parents and carers discuss this with their child for their own safety.

If students are being collected by parents/carers, they can do this from the main gates but parents /carers should remain the car.

Hygiene & First Aid

Students will apply hand sanitiser as they enter & leave sessions. Students who form the key worker group will also wash their hands as they enter & leave the cuisine.

Students are reminded verbally & visibly, by posters/screens in all used areas, to follow the 'catch it, bin it, kill it' and to avoid touching their mouth, nose and eyes with hands.

All staff have been issued with advice, 'Covid-19 Pathway' & posters are also displayed in all areas, should a student complain of feeling ill & the procedures that should be followed. See Appendix A.

Students may bring water with them but should **NOT** be sharing this with others. There is no reason for any student to have food with them as they will be in school for a maximum of two hours. Students in the key worker group are also reminded of this as they enter the cuisine.

Students who need the toilet will be allowed to do so, posters are in these areas reminding students of the importance of hand washing.

2.2 Rewards and sanctions for following rules

To help encourage students to follow the above rules, we will continue to use our 5 P's (Prep, Pride, Participation, Punctuality, Praise) in all classes which will be recorded using class charts.

However, if students fail to follow these rules, we will use our normal class verbal warnings; chance, choice, consequence (C1-4) system. The class rules are:

- On entry, students will apply hand sanitiser as directed and sit at allocated seat
- Students must remain seated at all times
- Students must put their hands up should they need anything
- Students must not talk when another person is
- Students must remain on task
- Students must not distract another student

It is important that these face-to-face sessions are purposeful and a calm, orderly and safe learning environment is essential.

Any student who does *not* conform to the teaching space rules, social distancing or refuses to follow instructions putting other students and staff at risk will be sent home immediately. Students will not be allowed to return until a risk assessment has been completed and signed by parents/carers.

Failure to comply will result in a student being refused entry to the school whilst such social distancing measures are in place and advice will be sought by the Local Authority.

2.3 Changed rules

As long as this addendum applies, we will alter the following school rules:

Attendance

Any student who are in the categories below **should not** attend school to minimise risks to their own or household's health and safety:

- Any student who is [clinically extremely vulnerable](#) is required to self-isolate
- Any student who lives with a [clinically extremely vulnerable](#) person

Any student who is due to attend for a session and is unable to do so because of illness parents/carers should contact the attendance officer by 8.30am on 01706 647761 or via our website.

<https://www.scrchs.net/absence-reporting>

Where students are unable to attend, please be assured that we will not be challenging this. We will however be completing safeguarding checks in line with our attendance and safeguarding procedures.

If your child or anyone in your family is experiencing symptoms of COVID-19, your family should follow the Government guidelines of self-isolating for the 14 day period.

Uniform

All students are required to be in school uniform, including shoes. Students are not required to wear blazers and we advise that uniform is washed to prevent any cross contamination. A school tie should be worn but tucked into the shirt so only the knot is visible.

Equipment

Students should bring their own equipment to school, including a calculator for maths lessons. Paper and a pen will be provided each day and these should be taken home by students at the end of each day. Other resources cannot be shared so students should bring their own basic equipment and calculator.

Students may wish to bring tissues/hand sanitiser with them, although these are available in all spaces used

3. EXPECTATIONS FOR STUDENTS AT HOME

3.1 Remote learning rules

If students are not in school, and are accessing their learning remotely, it is expected that they follow what is outlined in the Pupil Acceptable Usage Policy, which can be found on the school's website.

Students are also able to communicate with their teachers via email & class charts.

3.2 Dealing with problems

If there are any problems with students adhering to rules around remote learning, including if they don't engage with the remote learning set for them, the school will aim to make contact with families to see how it can best support the student. This may be the class teacher, form tutor, pastoral or safeguarding team.

4. MONITORING ARRANGEMENTS

We will review this policy as guidance from the local authority or Department for Education is updated, and as a minimum every 3 to 4 weeks by Assistant Head, Pastoral. At every review, it will be approved by the full governing board.

5. LINKS WITH OTHER POLICIES

This policy links to the following policies and procedures:

- Safeguarding policy
- Health and safety policy
- Attendance Policy
- Behaviour policy

COVID-19 Pathway



All students must go to the pastoral window and wait on the floor mark
Does the student have any of the following symptoms:
A new or continuous cough, a high temperature or loss of taste or smell?
Has the student been in direct contact with any person who has tested positive for COVID 19 in the last 14 days or someone they know to be symptomatic?

Yes

No

Advise the student to go directly to the isolation room. They must not enter any other space and wait to be assessed. Staff must wear full PPE during assessment and wherever possible maintain social distancing. Any siblings in school must also be sent to the isolation room.

Students to enter the room and sanitise their hands. Students must take a seat whilst maintaining social distancing.

Staff to contact home and request that the student/s be collected as soon as possible. Both the student and their family should follow the current guidelines around quarantine and testing.

Staff member will put on all necessary PPE and administer first aid as required. Once complete the staff member will dispose of used PPE into the yellow clinical waste bin.

All students who are sent home with suspected Covid 19 symptoms must be reported to the attendance officer as a priority. When students leave they must do so via the Students Exit.