



Houghton Conquest Lower School and Pre-School

Behaviour Policy - COVID-19 Addendum

At Houghton Conquest Lower School we aim to maintain a secure, caring and stimulating environment in which children are encouraged to have respect for themselves and each other. Whilst expectations in our Behaviour Policy remain pertinent, it is necessary, in light of the Covid-19 pandemic, to make some adjustments for the safety of all pupils and staff. It is to be used in conjunction with, and read alongside, the Behaviour Policy, Anti-Bullying Policy and E-Safety Policy.

It is important to highlight that our school has and will always maintain a positive approach to supporting positive behavioural choices. Pupils at Houghton Conquest will always be supported to be the best they can be. Our school rules of 'Staying on Green but going for Gold' will be fundamental to ensuring we share a positive and supportive message to our pupils about the safe return to school. We will always aspire to keep our school safe and only together will we achieve this. The school's behaviour policy will be followed as it stands in the most recently updated document.

The following adaptations are also included:

Drop off and Collection

- During the phased re-opening of Houghton Conquest Lower School, staggered entry to year groups will be in place.
- Parents/carers and their children will be asked to queue behind 2 metre distance markers on the ground and are expected to abide by social distancing guidance. More information is available by visiting: <https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing>.
- Parents/carers will not be permitted to enter the school premises unless an appointment has been pre-arranged. Please arrange this by contacting the school office by telephone or email: office@hcschool.org.uk
- Parents/carers must not gather at entrance gates, and where possible limit the amount of time spent talking to other parents.
- Only one parent/care should drop off their child where possible.
- Please inform us in advance if your child will be late so we can rearrange a new drop off time.
- Any child that displays signs of distress or upset will be asked to go home with their parents/carers and come back the following day.
- Parents/carers MUST have their mobile phones turned on and available for any emergency calls throughout the duration of the time their child is in school.

The School Day

- Houghton Conquest Lower School have allocated children into bubbles/groups. Unfortunately we will not accept any requests for friendship groups.
- Possible contact between different groups of children, and between adults will be reduced whilst onsite at Houghton Conquest Lower School. Children will be educated in small groups/bubbles of no larger than 15 children and will have the same key adult/s with them during each session.
- Groups will be educated in one room which may be different to their normal classroom. They will remain in that room for the duration of the day and will not mix with different groups of children.
- Children can wear either their school uniform or school PE kit and change each day. This is to aid regular washing of clothes in line with government guidance.
- Children should only bring a packed lunch, coat and water bottle into school. No bags will be permitted and there will be no access to the cloakrooms.
- All classrooms will be organised with tables separated as far as possible away from each other. Children are expected to remain seated to respect social distancing guidance until they have permission to move by their key adult. Staff will either call them to the front of the class or visit them at their desk to assist with work. There will be a focus on independent learning.
- Classrooms will have all unnecessary furniture and equipment removed including any soft furnishings.
- Whilst in school, it is expected that children follow the arrows in the corridor at all times, where transitions within corridors will be kept to a minimum.
- Playground is partitioned into zones so each group has their own allocated area to play within to minimise the risk of bubbles mixing.
- As groups are not permitted to mix, assemblies, sports day and end of year events will not take place until further notice.
- Class teachers will offer verbal feedback and marking will be reduced to a stamp.
- There will be no homework given out and children will not receive school reading books.

Symptoms and testing

- At all times, children and their families should follow the guidance on self-isolation if they or anyone in their household shows coronavirus symptoms. Children should not attend school if they are showing symptoms, or if you or any of your household is self-isolating. This is consistent with advice from the Chief Medical Officer. More information is available here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- If one member of the bubble (child or adult) experiences symptoms of COVID-19, they should immediately arrange to be tested. If the result is positive, all members of the 'bubble/group' will be required to self-isolate and will not be permitted to attend Houghton Conquest Lower School until the isolation period is over. The child who is symptomatic will not be allowed to return to school until the test results are in or have isolated for the allotted amount of time. If the result is negative, they can return. See

guidance: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

- Parents of the child's group/bubble will be informed if a child has gone home with symptoms of coronavirus and the outcome of test if required.
- A child displaying symptoms will be isolated in the main reception/office area at the front of the school. Staff where possible will wear a face mask/gloves if they cannot reasonably social distance from the child displaying symptoms. The child where possible will be asked to wear a face mask also; however this is not mandatory; we will observe the child's experience of the symptoms until they are collected by their parents/carers.
- If a family member has the virus, the child will need to isolate following the government guidance. If the child begins to display symptoms, they should be tested also. The group the child is part of will also be informed and they may also require testing if they form symptoms.

Hygiene

- Children must wash their hands immediately after arrival.
- In case of a toileting accident or fall, children will be encouraged to change themselves and clean their scrape or cut. If this is not possible, an adult will support this.
- Staff will explicitly teach and supervise health and hygiene arrangements such as handwashing, tissue disposal and toilet flushing using the 'catch it, bin it, kill it' approach.
- Children in EYFS will need to wash their hands particularly after using resources. They will be encouraged where possible not to touch their faces or to put objects in their mouths.
- In line with the Behaviour Policy, physicality towards others will not be tolerated and parents will be informed immediately.
- Classrooms will be equipped with soap, warm water, hand sanitiser, tissues and bins for disposal of tissues and other waste. These supplies will be topped up regularly.
- Classrooms will be well ventilated with windows and doors to the outside open as much as possible.
- Children will be provided with a clear plastic pencil case containing stationery. These should not be shared.
- iPads and laptops will be cleaned after each use by the supervising adult.
- In order to maintain social distance, groups/bubbles will eat in their allocated classroom within school. In order to adhere to hygiene standards, all tables/desks will be wiped down using antibacterial cleaning materials.

Rewards

The team point system will not be in use during Covid-19. Instead teachers will be rewarding children with golden tickets in order for children to continue to strive to the golden star each day, in conjunction with our previous behaviour policy/scheme. The child with the most golden tickets at the end of each week will receive an electronic certificate, via email.

Teachers, Teaching Assistants and all staff will welcome opportunities to praise individuals for good work, attitude or good behaviour, and show recognition, if these are brought to their attention. Above all praise and encouragement should be used as much as possible. Walking through school to show their work to the Headteacher or other adults for acknowledgement and praise during this time will not be permitted; however, the golden celebration certificate will be rewarded at the end of each week, and sent home electronically.

Behaviour in school

If a child's behaviour is deemed high risk, for example, refusing to adhere to safety measures, such as, hand washing, social distancing, remaining in their bubble/groups or deliberate behaviours that put themselves or others at risk, such as spitting or deliberately coughing at people.

The following sanctions and disciplinary procedures could be used:

- Conversation(s) with pupil(s) which could include a verbal warning, moving seats if logistically possible and other behaviour management strategies in line with our current behaviour policy.
- Once all appropriate behaviour management strategies have been exhausted, contact should be made with pupil's parent/carer.
- If the health and safety of other pupils and staff members are put at risk by the pupils not adhering to social distancing measures, then the parent/carer will be expected to collect the pupil and a fixed term exclusion could be applied in line with Exclusion guidance, if required.

Pupils with Special Educational Needs and Disabilities (SEND)

School acknowledges that children will have had a range of different experiences during the lockdown period which may have an impact on their behaviour presentation upon return to school. For many, the process of re-engagement with learning and the school community, under unusual circumstances, may require some additional input and encouragement.

As a result of these varied experiences children may present with behaviour that is not usual, this may include;

- Anxiety; lack of confidence
- Challenging behaviour; fight or flight response
- Anger; shouting, crying
- Hyperactivity and difficulties maintaining attention

For some children, the change in routines and lack of familiarity will require additional adjustment. School recognises that behaviour could be a sign that for some individual children there is an unfulfilled need and that the behaviour is communicating that there is a problem. The school will undertake an individual risk assessment for the child and use **reasonable endeavours** to make the necessary adjustments to reduce the stimulus that may be triggering the challenging response.

Some children with SEND are recognised as being particularly vulnerable and therefore have an urgent need to be re-integrated back into school as soon as reasonably possible. School will work closely with parents to implement supportive strategies that will inform an appropriate response. If necessary, the school will seek external support from other agencies such as Educational Psychologists or Early Help.