

MAY 2020

**COVID 19 School  
arrangements for  
Behaviour  
Annex 1**

**1. Context**

# ST ANNE'S CATHOLIC VOLUNTARY ACADEMY

From 20<sup>th</sup> March 2020, parents were asked to keep their children at home, wherever possible, and for schools to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

This addendum of the St Anne's CVA Behaviour policy contains details of our individual arrangements in the following areas:

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## **Context**

At St Anne's CVA, 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 the current 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. These adjustments are set out below:

## **Vulnerable Children**

A proportion of vulnerable children are currently in school daily. The routine for these children has been devised based on their needs and will continue as school opens to a wider number of children. Certain vulnerable children are currently at home. Some of these children are at home as their parents do not feel it is a safe time to return to school. All pupils are risk assessed and assessed as safe in the school or home environment. DSL calls are made to any vulnerable children at home weekly.

## **SEND children**

As above some SEND pupils are currently in school daily. Individual work packs are being produced and sent home for certain SEND children that are at home and that cannot access the usual home learning tasks. Children within school are grouped with known staff and supported by appropriate adult ratios to individual needs.

## **Staff Conduct and Wellbeing**

The school's usual staff code of conduct is still relevant in the new school scenario. Staff are working in a new way, following new guidelines and their mental wellbeing is paramount. Staff have been consulted over the school's risk assessment and allowed to voice concerns over returning. The school's opening plan has taken into consideration staff viewpoints and union guidance. Staff working with the vulnerable children/key worker parent groups and other year groups (except Year 6) will always work in pairs within groups to ensure they are supported by another and are able to take their break. Staff working in Year 6 will work alone with their class and administrative staff or midday supervisors will cover when they take a break. Staff have been directed to mental health resources that can support them if needed and the school has a designated Mental Health Lead (Laura Foley) overseen by the school's head (Julia Wiggins) should staff require individual support.

Staff must adhere to the 2 metre social distancing rules in place and remind children of these where needed, for their and the children's safety. It does state in Government guidance that children might not be able to maintain 2 metre distancing. Staff must take care to make sure that children follow this with regards to themselves, with gentle reminders. There may be times when children go to staff upset and need to be comforted in an age appropriate way. Communal areas such as staff toilets and the staffroom must be used by a limited number of staff at once. Two per toilet area and four/five per staffroom.

Staff must continue to adhere to the Government guidelines about social distancing outside of school, in order to protect themselves and other members of the school community.

## **Pupil Conduct and Wellbeing**

The school's usual behaviour rules for pupils are still relevant in the new school scenario, however, there are additional rules and routines pupils must now be aware of and follow (see page 6). Any pupil unable to follow the school's current and amended rules will be unable to attend the school setting. During this time in school, staff should ask for advice from the Headteacher if a difficult situation arises.

Pupil wellbeing is paramount during their time in school. Children will be anxious over having missed school and their friends, ongoing news about the virus, bereavements and more. All children will be in small groups and have two adults to safeguard them during their time in school. Part of the children's curriculum will be PSHE to discuss their worries and concerns.

Children in Year 6 will experience transition talks and activities to help prepare them for secondary school in September.

The school references the following government document in its plans for wellbeing of all.

<https://www.gov.uk/guidance/supporting-pupils-wellbeing#staying-in-contact-with-and-identifying-staff-who-need-additional-support>

## **Parent Conduct and Wellbeing**

Parents have been updated and consulted throughout the period of school closure. Teachers regularly update Dojo to support parents in home schooling. Parental feedback has also led to changes in the home learning as an ongoing process.

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Parents have received regular letters from the Head teacher informing them of the latest Government advice/guidance and school's planning.

Parents of pupils who have returned/are returning to school have received clear guidance on the expectation upon them. Parents will be given a specific drop off and collection time and be advised about social distancing on the school grounds. Parents are aware that they are NOT allowed into school at this time.

Parents are able to communicate with staff via the school office/Dojo messaging and receive quick responses to queries.

## **Online Safe Behaviour in School**

The school's current acceptable use policy and E-safety policy is still in place. The school monitors children and staff use online through Smoothwall Monitor and receives a weekly report. Children are supervised using iPads and desktop computers and only set work using teacher approved sites.

## **Online Safe Behaviour at Home**

Resources about keeping children safe online have been shared with parents. The school staff set work through the school website and currently Purple Mash (until June 30<sup>th</sup>) both GDPR compliant and safe use sites. Staff are not interacting with children in any 'live' lessons. If interacting with other children or staff online, children (and staff) should always be kind and respectful to each other and respectful and obedient to staff, remembering at all times that that staff are not 'friends' with, or peers to, pupils. Any inappropriate comments to staff online, via email, or any other platform will be taken very seriously. This is also the case of for any online bullying towards other pupils or peer-on-peer abuse that is disclosed to the school during this time.

## **Changes to School Rules and Routines**

### **Arrivals, Departures and Moving round the school**

Children will enter school through their designated entrance. Children will enter individually and will go straight to their designated class, keeping a 2m distance from any other individual.

At their designated home time, children will leave the building from their designated exit. They will leave one at a time when their parent has come to collect them, again keeping their distance using the markers on the floors as a guide.

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Movement around the school will be limited. When the children leave their classroom to go outside for breaks or outdoor learning, they will ensure to keep 2m from peers and adults. Children will follow an adult from their classroom on their designated route.

## **Handwashing and Hygiene**

Children will be expected to follow all handwashing and hygiene routines while in school. Children will wash hands/use antibacterial gel as entering school, before and after eating and at regular intervals during the day.

We ask children to follow the catch it, bin it, kill it, mantra when in school, if they need to cough or sneeze, they should use a tissue or crook of their arm. Children will be reminded not to touch their face, mouth, nose or eyes while at school.

Should a child refuse to follow these routines, they will be unable to attend school.

## **Social Distancing**

Children who are old enough, will be expected to socially distance from their peers and adults in school and on the playground/bank at all times. Year 6 (and older key worker children) will have their own table spaced up to 2m apart. When children enter their classroom, they will be expected to go straight to their table and nowhere else in the room. Children will put their hand up if they need an adult's support, they will not get out of their seats without asking.

We understand socially distancing may be more difficult for younger children; they will be encouraged wherever possible to keep a distance from peers and adults, however, we understand this may not always be possible.

## **Toilets**

Each group will have their own toilets to use. Children will only use the toilets one at a time and be supervised by an adult through the corridors. When a child has finished in the toilet, they must wash their hands.

## **Break and Lunch times**

Children will have a designated place to play during break times. They will have their own equipment that will be cleaned after use.

Children will be expected to remain socially distant from both peers and adults

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during break times. Children must stay on the playground in sight at all times.

Lunch will be eaten in their classrooms. Children will eat at their table or in their own space. Children will have packed lunches they have brought in or had provided through school.