

**Addendum to Behaviour and
Discipline - COVID 19
Policy
Erdington Academy
Part of Fairfax Multi-Academy Trust
June 2020**

Document Owner:	Mr G Bartlett – Assistant Headteacher
Ratified By:	Education Committee
Date Ratified:	June 2020
Review Date:	June 2021

1. Introduction

- 1.1.** This policy has been written for use during the arrangements for the education of pupils in school during the Covid 19 pandemic. It is to be used in conjunction with, and read alongside, the behaviour and discipline policy, safeguarding policy, e-safety policy, and the health and safety policy. The behaviour and discipline policy underpins education at Erdington Academy staff, students and parents/carers will be made aware of the high standards of behaviour expected of all students at all times. The behaviour and discipline policy is supported by senior staff, the Head of Academy and the Academy Association.
- 1.2.** Erdington Academy expects a very high standard of behaviour from all students at all times. The Academy also provides a calm, supportive environment where children understand that they are safe and cared for. We will continue to promote high expectations for learning in the new settings, whilst realising that not every pupil will be ready to return to a rigid and demanding academic environment. Safety and protection rules will be regularly outlined to all pupils returning to school and the potential implications of ignoring them.

2. Social Distancing

- 2.1.** Social distancing refers to actions to reduce the number and duration of contacts and increase the physical distance between individuals to slow the spread of COVID-19. Social distancing measures include actions that create more space between students in classrooms, corridors and outdoor spaces, and avoiding activities that bring students into close contact (e.g. assemblies) with others. Schools represent important settings for social distancing, as practices that promote social distancing may protect vulnerable children and limit secondary transmission to adults in their households and communities. Schools also represent a challenging setting for social distancing, as multiple stakeholders with different needs are involved.

3. Rules and Code of Conduct

- 3.1.** Students will not only need to know they are physically safe at school, but that they exist within a community of individuals who care about their wellbeing.
- 3.2.** Rules and procedures in this addendum are supported by documentation sent to students and parents before returning to school and daily reminders given to students. Together they aim to: promote self-discipline and proper regard for the COVID-19 measures; set out clear practices which promote social distancing; include a revision of lesson expectations and / or lesson ready routines; outline expectations on uniform related issues and the removal of the need to wear a blazer; set out clear routines and expectations for the behaviour of students across all aspects of Academy.

4. Rules of movement

Students must;

- 4.1.** Move calmly and purposefully along the corridors and outdoor areas 2 metres part from each other using the one-way system.
- 4.2.** Enter and leave the Academy at the end of the day sensibly via the Kingsbury Road gate assigned on the student timetable letter and at the agreed time for your group. Students must not congregate outside of the school building or gates.
- 4.3.** Walk to or from Academy demonstrating respect for private property and the local community and adhering to social distancing guidelines.
- 4.4.** Arrive to school at the designated time for their group. Do not congregate outside the school building or gates. Parents informed by letter 1st June 2020 of arrangements for collecting students.
- 4.5.** Where possible avoid the use of public transport and walk or cycle if possible.
- 4.6.** During the school hours, students must not leave the Academy site without permission or go to other classrooms other than their allocated teaching room.
- 4.7.** Use the toilets allocated with permission from the member of teaching staff.
- 4.8.** Students must not try to socialise with peers that are not in their assigned group

5. Rules on hygiene are:

- 5.1.** Preventing the spread of COVID 19 involves dealing with direct transmission (close contact with those sneezing and coughing) and indirect transmission (touching contaminated surfaces or items). The Academy will employ a range of approaches and actions to address this. These include:
- 5.2.** All students will be required to wash and sanitise hands on arrival to the school site.
- 5.3.** Students are expected to clean their hands more than usual. Students will wash their hands thoroughly for 20 seconds with running water and soap. In some cases, students may be instructed to wash their hands by a member of staff;
- 5.4.** Students are advised to bring their own snacks and water and are expected to wash their hands before and after eating.
- 5.5.** Students will adhere to the 'catch it, bin it, kill it' approach.
- 5.6.** Students must not bring any unnecessary items into school or share any items with other students.
- 5.7.** Frequently touched surfaces will be cleaned at appropriate intervals.

6. Rules on uniform and equipment are:

- 6.1.** The Academy uniform is to be worn without a blazer and tie
- 6.2.** Student uniform should be washed when they return home.
- 6.3.** Students must only bring stationery for their own personal use and only items essential for the school day. Stationary where possible will be issued by school for the sole use of students

7. Rules relating to respecting the classroom environment are:

- 7.1.** Students must adhere to seating plan protocols in rearranged classrooms with sitting positions 2 metres apart.
- 7.2.** Students must respect individual learning zones including designated teacher zones.

- 7.3.** Students must not leave their designated seat without permission from the teacher
- 7.4.** Avoid contact with anyone in the classroom and stay within your designated area.
- 7.5.** Look after and respect the buildings and minimise contact with furniture in the classroom and around the school.
- 7.6** Students must follow Erdington Academy 'FIRST TIME EVERY TIME' behaviour motto.

8. Sanctions and rewards

The Academy will be adapting the procedures on rewards and sanctions outlined in the Behaviour policy, based on feasibility during a phased re-opening.

- 8.1.** Anti-social or threatening behaviour will not be tolerated.
- 8.2.** Unhygienic behaviour will be classified as a more serious incident.
- 8.3.** Malicious, deliberate acts of transmission, for example, spitting, coughing or consistently breaking rules on social distancing will be treated with the greatest seriousness.
- 8.4.** Stickers will not be given at this time, other methods of praise will be utilised
- 8.5.** Where students are not meeting expectations, contact will be made with parents / carers by phone.

9. Exclusions

The Academy Exclusion Policy outlines our expectations ensuring we are compliant with legislation governing the exclusion of students and in relation to our statutory duties relating to this.

The decision to exclude a student will be taken in the following circumstances:

- 9.1.** In response to a serious breach or persistent refusal to co-operate with the Student Behaviour and Discipline Policy
- 9.2.** If by allowing the student to remain at the Academy it would seriously harm the education or welfare of other students or adults in the Academy
- 9.3.** Bringing the Academy into disrepute
- 9.4.** Any student who commits serious or persistent breach of the new COVID-19 protection rules may be sanctioned by the Head of Academy using the full range of sanctions available, dependent on the seriousness of the breach, up to and including in extreme cases permanent exclusion.
- 9.5.** Exclusion is the most extreme sanction within the Academy's Behaviour and Discipline Policy and can only be actioned by the Head of Academy or another member of the Leadership Team nominated by the Head of Academy.

This document also links to the following policies:

Intimate Care Policy

E-Safety Policy

Acceptable Use of ICT Policy

Safeguarding and Child Protection Policy

Homework Policy

Special Educational Needs and Disabilities Policy

Attendance Policy

Behaviour and Discipline policy

Exclusion Policy