



Behaviour Policy Addendum Primary
Addendum for Covid-19 (in line with DfE guidelines)

(This Addendum does not replace the current St Patrick's Behaviour Policy which can be found on the school website)



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Our Lady of Lourdes Catholic Multi Academy Trust Mission Statement

We are a partnership of Catholic schools and our aim is to provide the very best Catholic education for all in our community and so improve life chances through spiritual, academic and social development.

We will achieve this by:

Placing the life and teachings of Jesus Christ at the centre of all that we do.

Following the example of Our Lady of Lourdes by nurturing everyone so that we can all make the most of our God given talents.

Working together so that we can all achieve our full potential, deepen our faith and know that God loves us.

Being an example of healing, compassion and support for the most vulnerable in our society.

Galatians 5:22-23: "God's Spirit makes us loving, happy, peaceful, patient, kind, good, faithful, gentle, and self-controlled. There is no law against behaving in any of these ways."



Context

In light of the need for pupils to behave differently when they return to school, and the new systems St Patrick's have put in place to support that, this Addendum supplements the schools Behaviour policy in line with the following government guidelines as pupils begin to return to school following the lifting of Coronavirus lockdown measures.

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools#annex-c-posters>

Pupils' Behaviour both in and out of school is expected to be in line with St Patrick's current Behaviour policy. This Addendum relates specifically to the current government guidelines for pupils returning to school as Coronavirus restrictions are lifted and may change as Government guidance changes. Failure to follow the measures set out in the Addendum could potentially led to sanctions being imposed in line with (insert school name) Behaviour Policy. We accept that our younger pupils will need additional help and support from staff to follow these guidelines and, as ever, our staff will be very positive in how they remind younger pupils of how they can stay safe.

1. Altered routines for arrival or departure:

Classes	Arrival Time	Collection Time	Entrance	EXIT
Family Groups	8.45am	3.05pm	Main Gate	KS 1 Gate B
Nursery	8.45am	3.15pm	KS 1 Gate A	KS 1 Gate B
Reception	8.45am	3pm		
Year 1	9am	3.10pm	KS 1 Gate A	KS 1 Gate B
Year 2	9.10am	3.20pm	KS 1 Gate A	KS 1 Gate B
Year 3	9am	3.10pm	Main Gate	KS 1 Gate B
Year 4	9.10am	3.20pm	Main Gate	KS 1 Gate B
Year 5	9.20am	3.30pm	Main Gate	KS 1 Gate B
Year 6	8.50am	3pm	Main Gate	KS 1 Gate B

- Follow the one-way system around school. **Keep 2 metres apart at all times.**
- **All Family Groups & KS 2 Parents and pupils** must enter through the main entrance by the staff car park and walk around the school until you reach your child's classroom outside door where they enter.
- Please continue on the path following the directional arrows and exit school through the large vehicle KS 1 playground gate.
- Go straight home, do not congregate on paths, in or outside school grounds.
- EYFS & KS 1 Parents and pupils and family groups with only EYFS and KS 1 children enter through the KS1 pedestrian gate and leave via the large vehicle KS 1 playground gate.
- Please follow the signage around school when waiting at classroom doors, keep 2 metres apart at all times.
- Telephone the office with any messages for teachers rather than speaking to them on the door please.



- Class arrival times will be staggered to reduce the number of people on site at all times to reduce the risk of transmission of the virus and meet social distancing regulations as much as possible.
- YOU MUST ARRIVE AND LEAVE AT THESE TIMES.
- Please do not arrive early and wait to bring or collect your child.
- Please do not arrive late to bring or collect your child.
- Parents must collect their own child, you mustn't collect pupils from other families unless this has been arranged and agreed with the Headteacher for employment reasons, only one adult per family where possible please.
- There will be **NO** access to the school office unless in an emergency and then on a one in, one out system. Please communicate with school by telephone or email wherever possible. admin@st-patricks.nottingham.sch.uk

2. Instructions on hygiene, such as handwashing and sanitising (see Annex A):

- Pupils will wash their hands on arrival and departure from school.
- Pupils will be taught the appropriate technique for hand washing (see poster Annex A)
- Pupils will be expected to wash/sanitise their hands on arrival, before leaving, before and after breaks, before and after eating and after going to the toilet.
- Pupils will be instructed to not touch door handles/handrails, walls but use elbows to open doors.
- Hand sanitiser will be provided in all classrooms.
- Soap will be available in all washrooms.

3. Instructions on who pupils can socialise with at school;

- Pupils must stay within their own 'social bubble' both in the classroom and at break and lunchtimes.
- Staff will aim to keep pupils 2m apart from other pupils and staff within their bubble and will issue reminders as necessary.
- DfE guidance recognises that: ***unlike older pupils and adults, pupils in the early years cannot be expected to remain 2 metres apart from each other and staff.*** The full DfE guidance on Social Distancing in EYFS can be found through the following weblink: <https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-early-years-and-childcare-settings-from-1-june/planning-guide-for-early-years-and-childcare-settings#Section8>

4. Moving around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)

- All pupils and adults must follow signage in and around school at all times.
- Pupils must keep to their designated areas in class and outside at all times as explained to them by their bubble leader and other staff.
- Pupils must not go into the area designated for another bubble or areas in class and around school designated for staff only.
- Pupils must follow the rules in relation to using the bathrooms- one in, one out at the cubicles and hand basins.
- Pupils must not leave their bubbles unless to go to the toilet and only with permission from an adult.



- Pupils must not mix with pupils from another bubble in school and we ask parents to minimise physical contact with other pupils out of school.
- Pupils must walk in single file, keeping distance from each other at all times and especially leaving or entering the building.
- Pupils must remain in their given seat at all times unless instructed by a staff member to leave it.

5. Expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands (Annex B)

- Pupils must follow 'Catch it, Bin it, Kill it' protocol when sneezing/blowing nose.
- Pupils must bin any used tissues immediately; bins will be provided in classrooms and around the school to dispose of tissues only.
- Pupils must wash their hands after blowing their nose.
- Pupils will have tissues at their desks but are advised to bring their own where possible.
- Pupils must not sneeze in the face of another person; any pupil deliberately sneezing in the face of another pupil or member of staff will encounter sanctions as per the Behaviour policy. We would view this as very serious negative behaviour resulting in serious consequences.

'Catch it Bin it Kill it' posters to be displayed in classrooms/toilets/staffrooms/outdoors where possible

6. Tell an adult if you are experiencing symptoms of coronavirus (Annex C; Flow chart if pupils/staff become unwell)

- Pupils must tell an adult immediately if they have any of the following symptoms:

Common Symptoms of coronavirus

- Fever/high temperature
- New continuous cough
- Loss of taste or smell

Other less common symptoms of coronavirus include:

- Shortness of breath or difficulty breathing
- Chills
- Muscle pain
- Sore throat
- Persistent runny nose

Parents must inform school immediately if there are any changes to home/mobile/work telephone numbers.

7. Sharing any equipment or other items including drinking bottles

- In KS 1 & 2 pupils must not share personal equipment e.g. stationary.
- In EYFS pupils will limit the sharing of equipment as much as possible.
- In KS 1 & KS 2, they will have their own individual folder of resources and a tray to put their own equipment into during the day; this will be stored under their table.
- Pupils will hang their coats in the designated cloakroom for their bubble and put sun hats in their tray under their table.
- Pupils will self-mark as much as possible.
- Pupils must not share water bottles or food.



- Pupils will not bring in any personal items from home.

8. Expectations about breaks or play times, including where pupils may or may not play;

- Pupils will wash and dry their hands thoroughly before eating and when they go out/come in from outside as directed by an adult.
- Pupils in KS 2 will remain in their classrooms, at their own tables for lunch.
- Pupils in EYFS & KS 1 will be taken to the hall as staggered times for lunch, will be seated side by side, not facing another child in designated areas for each bubble in the hall.
- Lunch will be served to the pupils at their tables.
- When asked to by an adult, pupils will bring their finished plates to the trolley and return to their seats without walking elsewhere in the room.
- Pupils will not go outside until led by an adult and will **walk** to and from their designated outdoor space keeping apart at all times.
- Pupils must play within their designated outdoor space and not cross boundaries under any circumstances unless directed by an adult.
- Pupils must not share or touch equipment belonging to another bubble.
- No contact games to be played.
- Pupils must remain apart outside as much as possible.
- When the whistle blows pupils must stand still, raise their hand and wait for a second whistle before lining up then wait until told to walk indoors by an adult in single file not touching another child.

9. Use of toilet

- Pupils must ask permission from an adult to use the toilet at all times.
- Only 1 pupil at each hand basin at any one time and in cubicles.
- Pupils must not enter the bathroom area if they can see more than one person at each washbasin, they must wait until a person has left the bathroom first before entering.
- Only one person in a toilet cubicle.
- Only use the open cubicles not the blocked off cubicles.
- Ensure that pupils wash hands after they visit the toilet.

10. Rules about coughing, sneezing or spitting at or towards any other person

- Pupils must not cough, sneeze or spit in the face of another person; any pupil deliberately coughing/spitting in the face of another pupil or member of staff will encounter sanctions as per the Behaviour policy. This could result in a fixed term exclusion and parents being called to take their child home.

11. Rules for pupils at home about conduct in relation to remote education if needed as a result of self isolation

Pupils are expected to:

- Access the distance learning provided on seesaw by their teachers as much as possible and try to complete at least an English and maths task daily.
- If you are having difficulty completing tasks or are unwell please contact school and we will try to help.
- Comments made on seesaw must be polite, respectful and well-mannered at all times.
- Be fully dressed when on seesaw, particularly when uploading photos or videos, this includes other family members.



- Consider backgrounds that are visible in photos and videos including posters, pictures, photos, music, language used etc in the background must be appropriate to primary age pupils and respectable.
- Use SafeTube as much as possible rather than YouTube. If directed to use YouTube by your teacher, ensure an adult is present with you.
- Follow all the instructions set in school for safe internet use.
- Report to your parents or teacher anything you see, hear or experience that makes you feel uncomfortable when online or using seesaw.

12. Rewards and sanction system where appropriate:

- See the St Patrick's Behaviour Policy on the school website.
www.st-patricks.nottingham.sch.uk

13. Pupil Transport:

- Pupils are expected to conform to the standards of behaviour set out within the St Patrick's own policy and those of any public/private transport company they use to get to or from school, including any social distancing rules specified by these companies.
- Reports of misbehaviour on public/private transport to or from school, will incur sanctions as per the schools Behaviour Policy.
- Pupils may travel to school by bicycle if the distance is too far to walk but the bicycle must be secured safely on the bike rack without touching anyone else's bike. School can't take any responsibility for bikes whilst on school premises or to and from school.
- Pupils travelling by bicycle are expected to travel safely showing respect for other road users and pedestrians at all times.

Later in the summer term, when agreed by the school, Year 6 pupils travelling to and from school alone (with written parental permission given to the school in advance):

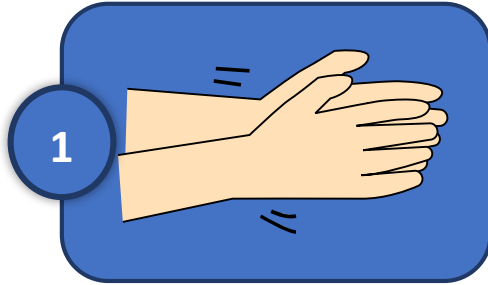
- must behave in line with the school behaviour policy at all times.
- must wear full school uniform, including school shoes and keep 2 metres apart from others.
- must go straight home or come directly to school arriving in time for the start of their bubble session not early or late.
- must not congregate on paths inside or outside school.
- must behave in a safe way, no talking to strangers, no tram hopping, no walking in roads, no taking photos or videos on mobile devices etc.
- must behave respectfully to all property, other pupils and members of the public at all times.
- If carrying a mobile phone for safety, this must be given to their bubble leader at the start of the day and collected before they leave.
- must keep their phones out of site at all times on the journey to and from school.

Reasonable adjustments to this policy may be made at the discretion of school staff for pupils with identified SEND needs but this will be on an individual case basis in discussion with the Headteacher.

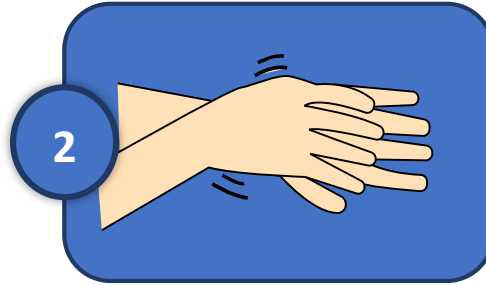
Any changes to the above will be communicated to parents.



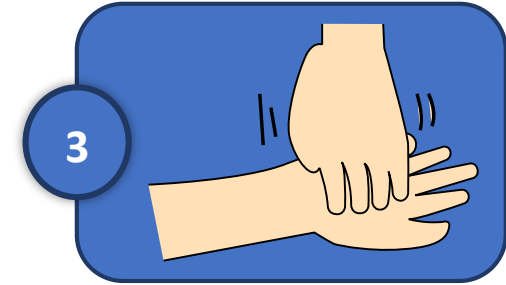
Annex A: Hand washing Poster



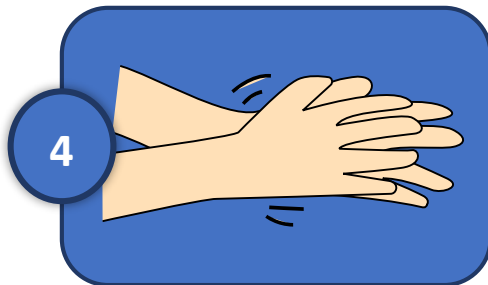
1
Wet hands with water,
apply soap and rub hands
palm-to-palm



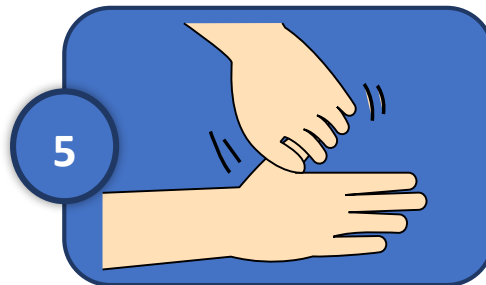
2
Rub back of each hand
with opposite palm



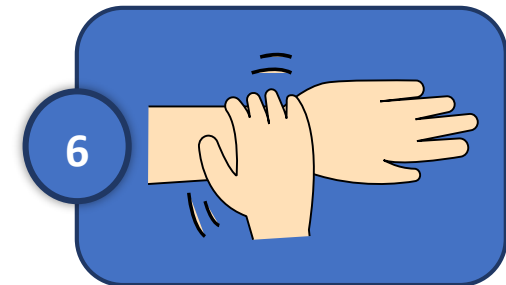
3
Rub fingertips on opposite
palms to wash under nails



4
Rub between fingers



5
Rub each finger, thumb
clasped in opposite hand



6
Rub Wrists



Annex B: Catch it, Bin it, Kill it Poster:

CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.



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Annex C: Flow Chart if pupils or staff become unwell

Coronavirus in School—Flow Chart

Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test and Trace.

If you have symptoms of COVID-19 however mild, you must self-isolate for at least 10 days from when your symptoms started.

