



**Beechwood Primary School**  
**Behaviour and Discipline Policy COVID 19**

**This policy runs alongside our Behaviour and Discipline Policy 2020. The elements of this policy are specific to COVID 19**

### **1 Rationale**

1.1 The purpose of this document is to establish what constitutes appropriate behaviour during COVID 19 and to make clear the strategies that the school uses to ensure that those expectations are achieved. We aim to establish a system of rules, rewards and sanctions at the centre of which safeguards each child's right to personal space, to learn undisturbed by disruptive behaviour and to nurture the children's sense of responsibility for each other, their school and the wider community. This policy will set out the alterations to routines, practice and policy whilst social distancing measures are in place.

### **2 Guidelines for the start and end of the school day**

- 2.1i) To ensure that social distancing measures can be met we will have staggered start and end times. Parents and children are expected to stick to these times so that there is no cross contamination of bubbles.
- 2.1ii) Key worker and vulnerable children: Arrive between 8:30am and 8:45am, departure between 3:15pm and 3:20pm through the playground gate
- 2.1iii) SEMH RB children, arrival and departure through the front entrance. Exact timing not specified as children arrive and depart according to taxi schedules
- 2.1iv) Year group bubble 1: Arrive between 9am and 9:15am, departure between 3pm and 3:05pm, through the playground gate
- 2.1v) Year group bubble 1: Arrive between 9:30am and 9:45am, departure between 3:30pm and 3:35pm, through the playground gate
- 2.2 As families arrive and depart, they are to ensure that they maintain social distancing between each other.

### **3 Guidelines for hygiene**

- 3.1 Children are to wear clean uniform each day, or clothes where they have outgrown their uniform
- 3.2 Children are to wash their hands for at least 20 seconds with soap and warm water whenever a member of staff instructs them to. In addition to this the children will also wash their hands at the following times:
  - a) on arrival at school
  - b) before and after they use the toilet
  - c) before and after they eat
  - d) before and after they play out or do outdoor learning
  - e) if they cough or sneeze
  - f) if they touch someone

### **4 Guidelines on who children can socialise with**

- 4.1 Children are to maintain strict social distancing from any child or member of staff who is not in their bubble
- 4.2 Children will be allowed to play with children who are in their bubble, they will be encouraged to play games that do not involve touching each other
- 4.3 Children will have equipment to play with within their bubble. They are only allowed to play with the equipment for their bubble. If they get equipment from another bubble they will be sent to wash their hands straight away.

### **5 Guidelines on moving around the school**

- 5.1 Where possible children will remain in their designated classroom, if the children need the toilet they will ask the member of staff from their bubble before leaving the room. They will wait while the member of staff sends a quick radio message to check that the toilets are clear.
- 5.2 Bubbles will not be moving through the corridors at the same time. If on the rare occasion that this does happen, children will be guided by their bubble member of staff who will ensure that they keep to the left

### **6 Guidelines for illness**

- 6.1 If a child has any symptoms they are not to attend school and parents are to notify school immediately via text, seesaw or a phone call
- 6.2 If a child feels ill in any way whilst at school they must tell their bubble member of staff immediately.
- 6.3 If a child has any coronavirus symptoms, they will be moved into the quarantine classroom. Parents are to ensure that we have up to date contact numbers so that they can be contacted to collect their child. At this stage, staff will wear PPE if they are waiting with the ill child.
- 6.4 If a child coughs or sneezes they are to use a tissue to catch it, bin it and kill it. Children will also be sent to wash their hands
- 6.5 In order to minimise the spread of infection, children will be advised to not touch their mouth, nose and eyes with their hands, if they do touch their mouth, nose or eyes with their hands they will be sent to wash their hands.

## **7 Guidance on sharing equipment**

- 7.1 Children will be given their own pens, pencils, whiteboards and if needed laptop/ipad. Children are not to share these items. If they do they will be sent to wash their hands and the items will be wiped down with Milton
- 7.2 Within their bubble, children may share play equipment, the play equipment will be cleaned regularly using Milton
- 7.3 Children are not to share play equipment with other bubbles, if they do they will be sent to wash their hands
- 7.4 Children will be encouraged not to bring in items from home, however if a child is upset coming into school they may bring a teddy with them, this teddy is not to be shared with other children and as soon as the child is settled the member of staff for the bubble will put the teddy away until home time.
- 7.5 Children will not be allowed share personal items such as water bottles and lunches

## **8 Guidance on playtimes**

- 8.1 The playground has been split into zones. The children are only allowed to play in their designated zone. Children will be regularly reminded of this
- 8.2 Should a child need to move through a zone to e.g. go to the toilet, the child will be asked to maintain strict social distancing from the other children. Staff will explain this to the children carefully
- 8.3 The children are only allowed to play with the equipment that has been designated to their bubble
- 8.4 Children will be encouraged to play games that don't involve contact with another child.

## **9 Guidance on using the toilets**

- 9.1 Children are to ask a member of staff before using the toilet so that the staff can ensure that the toilets are clear of children from the other bubbles.
- 9.2 Key worker children are to use the KS2 toilets
- 9.3 Year group bubble children are to use the KS1 toilets

## **10 Rewards and Sanctions**

- 10.1 At Beechwood we recognise that there are lots of new rules and guidelines for the children, unless the children are putting others in danger we will focus on re-education. The children will take time to learn all of the new rules and close monitoring and supervision by bubble staff will ensure that this happens.
- 10.2 Children will be given verbal praise, stickers and Dojo's for correct behaviour
- 10.3 In terms of sanctions, children will be spoken to and sent to wash their hands we will focus on educating the children in the new ways.
- 10.4 We reserve the right to impose more significant sanctions for behaviours that could endanger the health or wellbeing of members of our community. These behaviours may include but are not limited to coughing and/or spitting in order to cause harm or distress.' See appendix for details of sanctions.

Signed: (Headteacher / Chair of Governors)

Date: May 2020      Date for Review: Ongoing

## **APPENDIX A**

### Whole School Rules

- Ready
- Safe
- Respect

### Whole School Playtime Rules:

- Ready
- Safe
- Respect
- Have fun!

The agreed consequences are:

Closer supervision at playtimes which might involve walking with the adult on duty for 5 minutes (particularly with younger children)

Standing away from the situation for a set time (e.g. 5 minutes)

Yellow / Red card system

Loss of playtime under supervision

## **APPENDIX B**

### Yellow and Red Card System:

Persistent or severe failure to follow the whole school rules results in a yellow card.

We follow this procedure:

Yellow cards, once issued to a child, should be given to the headteacher (or Mrs Snell the head's absence) - this MUST happen on the day the card has been issued (parents are not notified at this stage)

Receiving two yellow cards in a five day period leads to a red card, which results in letter home.

After two letters home in one half term, the parents are asked to come into school and spend dinner time with their child.

For severe failure to follow the school rules, a red card may be issued without a yellow card.

For some children alternative behaviour systems may be needed. This will be set in accordance with the needs of the child.

## **APPENDIX C**

Exclusions Mainstream Children: Reasons for exclusion are in line with Halton's Policy.

The ultimate consequence of inappropriate behaviour is exclusion. This will usually be for a fixed term. The length of the exclusion will depend on factors leading up to the incident and is at the headteacher's discretion with governor agreement. A child is excluded when his or her behaviour puts other children at risk, or is a serious repeated breach of school rules or could adversely affect the reputation of the school. Occasionally, it may be appropriate for a child to be excluded at lunchtimes because his or her behaviour is unacceptable.

Exclusions are always a last resort and a difficult process. In order to assist a young child (primary age) to understand the link between their behaviour and the exclusion we ask parents to support their child and the school by coming immediately. This also helps to keep everyone safe.

In situations relating to exclusion, the welfare and educational entitlement of the majority of children who may be adversely affected by the behaviour of the child to be excluded would be the prime consideration.

Exclusion will never come "out of the blue". Only in very exceptional circumstances, e.g. when the safety of others is compromised, would this happen. Parents will be warned before the event that further inappropriate behaviour on the part of the child will result in exclusion.

## APPENDIX C

### Exclusions - Lewis Carroll SEMH Resource Base Classroom

#### Consequences for Inappropriate behaviour in Lewis Carroll class

In Lewis Carroll Resource Base Provision we understand that children may make inappropriate behaviour choices at times of crisis. All staff are trained to ensure that they can meet the children's needs and keep everyone safe.

At the time of transition to Lewis Carroll Resource Base Provision class, it was agreed by various professionals that:

- the child is cognitively and/or physically able to benefit from at least aspects of a mainstream curriculum
- the severity and frequency of the incidents could be managed in a Resource Base sited in a mainstream school

However, there may be times when a child's behaviour is considered to be unacceptable.

At Beechwood Primary, we do not accept:

- Planned attacks on a member of staff or pupil
- Serious damage to school property or personal belonging
- Causing serious injury to another pupil or staff member
- Using weapons to cause serious injury

The consequence for this action could be:

- Seclusion from their peers
- A reduced timetable in Lewis Carroll class (with parental responsibility to arrange alternative transport if the times are not at the time of arranged transport with escort and driver)
- Exclusion at home

The actions are at the Head teacher's discretion in discussion with Mrs Snell (Deputy Head teacher, Resource Provision) & Mrs Forshaw (Resource Base teacher).