

# HAVERSHAM VILLAGE SCHOOL

## Annex to Behaviour policy



This annex to the Behaviour Policy applies during the period in which schools have had to make considerable adjustments to how they operate due to the COVID-19 pandemic, and reflects updated advice from the Department of Education.

It sets out changes to our normal behaviour policy in light of the Department for Education's guidance, Planning Guidance for Primary Schools (14.05.2020) and should be read in conjunction with that policy.

Unless covered here, our normal behaviour policy continues to apply.

### New Rules and Routines

- Children will not be able to share stationary so will be praised by staff for looking after their own equipment in KS1 and KS2. However, in foundation children will have stationary which will be shared within their bubble group but all stationary will all be cleaned thoroughly at the end of the morning and afternoon session.
- Children will have a staggered playtime, and will still be restricted with what and who they play with.
- Behaviour where child coughs or spits at another individual, on purpose will be taken very seriously. Staff must immediately report the incident to a member of the Senior Leadership Team (SLT). An individual risk assessment will be completed if an individual posed a risk.

### Sanctions and Rewards

#### Rewards

- Most of the rewards from the current Behaviour Policy are still applicable.
- Children will still have Golden time and social distancing will be adhered to.
- Staff will consciously reward children for practising good hygiene and social distancing.
- Staff will promote positive wellbeing and mental health and encourage children to regulate and manage their anxieties in the classroom. Staff will praise children for independently

showing these skills e.g. breathing techniques, taking time out or talking about their worries with staff.

- The Golden Rules and Attitudes to learning remain paramount and will be discussed with the children across the school

### Sanctions

- Most of the sanctions from the current Behaviour Policy are still applicable.
- If a child is continually disruptive and does not adhere to adult instruction then it must be reported to SLT in a timely manner.
- If the child is unable to behave in a safe way at school, parents may be asked to come to take the child home until they have regulated.
- If necessary an individual risk assessment with a behaviour plan, will be created to support the child to be safe in school.

If children do not, or are unable to, comply with the social distancing rules or health and safety measures (such as handwashing) directed by staff, usual behaviour management systems will be followed.

If this becomes persistent and repeated, a risk assessment will be completed and reasonable adjustments made (considering the current circumstances). Unfortunately, if the child remains unwilling or unable to comply with the rules, this will result in sending the child home in order to maintain their health and the health of others.

### Arrivals and Departures

#### Drop off

- Arrival at school will be staggered with each bubble group having a specified time. There will be a clear one-way system from the carpark to the exit using a different gate.
- One parent per child (any younger siblings are to stay at home/in car if possible otherwise they must be held securely). You will be told to line up 2 metres apart which will be clearly shown through tape.
- Parents must leave quickly to allow the next adult to drop their child off.

#### Pick Up

- Foundation children will be collected from the main entrance and Y1 children will leave from their classroom by the side gate.
- A walkie talkie will be used to inform teacher of which child to send down as their parent has arrived
- Parents will be lined up social distancing and will follow a one way system.
- One parent per child. You will be told to line up 2 metres apart and will not enter the class. Your child will be brought to you. You must leave quickly to allow the next adult to pick up their child.

### Parents Coming into School

- Parents will not be allowed in school other than to drop off their child or pick them up.
- Essential meetings need to be arranged via email or phone and will take place in the Year 6 classroom.
- When possible, all correspondence will happen via email or the phone.
- All contact from parents, must be made by calling the school: 01908312673 or via email at: [office@haversham.milton-keynes.sch.uk](mailto:office@haversham.milton-keynes.sch.uk).
- In the event of an emergency, parents can enter the school via the front gate. Parents will be asked to wait until a member of staff invites them in. Parents must stand 2 meters away from the desk in the designated space behind the protective screen.

### Moving Around the School

- Children will need to physically distance themselves where possible and routines will be established to help the children to do this.
- Procedures will be put in place to minimise contact and mixing with other classes.
- Children will not mix with other pupils. They will spend the day within their 'class bubble' and be encouraged to socially distance within that in KS1 and KS2. We are aware that children in foundation cannot be expected to social distance.
- Bubble Groups will be no bigger than 8 children currently. Children will be in the same small groups at all times each day. Children or parents will not be able to request which group a child is in.
- KS1 and KS2 will be allocated their own set of equipment that only they will use – no equipment is to be brought in from home. Equipment will be cleaned regularly.
- The groups will use the same classroom throughout the day, with a thorough cleaning of the rooms at the end of the day.
- There will be staggered playtimes.
- Children will eat their lunches outside when possible and only two bubble groups will eat in the school hall keeping to social distancing.
- Classrooms will be well ventilated using natural ventilation (opening windows)
- Doors will be propped open, (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.

### Expectations around Hygiene

- Children will be made to wash hands regularly, e.g. before the day starts, and at the end of the day.
- Posters with visuals on will be displayed in the classroom with reminders of when and how to their hands.
- There will be hand sanitiser in various locations around the school.
- Children will be encouraged to use a tissue or elbow to cough or sneeze and lidded bins will be used for tissue waste ('catch it, bin it, kill it').
- Children attending school will be required to wear school uniform, but the school is flexible if children run out of clean uniform. This will allow you to clean your child's clothes daily. On PE days children will wear PE kits all day.
- Foundation will have PE on Monday and Y1 on Thursday.

### Monitoring Arrangements

This policy will be reviewed as changes occurs; including new guidance from the Local Authority or when the DfE is updated, and as a minimum every 2 weeks by Alison Mears and Megan Holmes. At every review, it will be approved by the full governing board.

### Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Staff [behaviour policy/code of conduct]
- IT acceptable use policy
- Health and safety policy
- Online safety policy
- Whistle-blowing
- Anti-bullying
- SEND Policy