



St Ursula's Convent School
A Humanities College and Teaching School

BEHAVIOUR POLICY
Coronavirus Addendum

Policy reviewed annually by:

HEADTEACHER
GOVERNORS

Reviewed	Agreed by Governing Body	Next review
January 2021	January 2021	January 2022

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1. Scope

This addendum applies until further notice.

It sets out changes and exceptions to our normal behaviour policy. Pupils, parents and staff should continue to follow our normal behaviour policy with respect to anything not covered in this addendum. We may need to amend or add to this addendum as circumstances or official guidance changes. We will communicate any changes to staff, parents and pupils.

2. Expectations for pupils in school

2.1 New rules

When pupils are in school, we expect them to follow all of the rules set out below to keep themselves and the rest of the school community safe. If pupils fail to follow these rules, we will continue to follow procedures outlined in the school Behaviour Policy.

Staff will be familiar with these rules and make sure they are followed consistently.

Parents should also read the rules and ensure that their child follows the new procedures that have been put in place. Parents should contact the **Pastoral Lead** if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them to integrate back into school life.

However, This addendum has been written in line with the latest government guidance including

restricting attendance during the national lockdown

Altered routines for arriving or leaving the school:

- KS4 pupils are expected to arrive at their allocated school gates at 8:30 and will leave at 3:10.
- KS3 pupils are expected to arrive at their allocated school gates at 8:50 and will leave at 3:00.
- Pupils are expected to line up quietly outside the gates.
- If pupils arrive late, they are to enter the school through the main gate. Here they will receive a stamp in their journal. They will attend a late detention during that lunch time.
- Failure to attend this detention will result in an extended sanction during their lunch times. Repeated latecomers will attend a late detention after school.
- Pupils should line up in alphabetical order in their form groups and await their class teacher and await their class teacher to be escorted to their classroom. They are expected to be quiet and respectful and listen to all instructions.
- Pupils, who fail to follow instructions or line up according to these expectations, will be given a sanction.

COVID protective measures:

- Pupils are expected to follow government guidelines regarding 'hands, face, space' and 'catch it, bin it, kill it'.

- All members of the school community are expected to wear a face mask in all inside communal areas.
- Pupils are expected to use the hand sanitisers that are stationed around the school building regularly.
- Pupils are expected to socially distance where possible. They must follow staff instructions regarding this immediately.
- All pupils have allocated zones for lessons, break and lunch times. They must stay in these allocated zones at all times. If, for any reason, pupils from different year groups are in the same space they must maintain social distancing guidelines.
- If a pupil suspects they have symptoms of coronavirus, they must notify their parents/ carers and can not attend school. If a pupil begins to experience symptoms in school, they must tell an adult immediately.
- When a student is placed in the COVID isolation room, they must not leave it without permission. They must only use the COVID isolation room allocated toilet with permission from staff.
- Sharing any school equipment or frequently used items such as pencils or pens should be avoided.
- Pupils must not cough or spit towards any other person.

2.2 Rewards and sanctions for following rules

To help encourage pupils to follow the above rules, we will:

- Continue to use our house point system to reward positive behaviour.
- Organise year group competitions
- Host virtual celebrations and awards for excellent remote learning.

3. Lockdown Arrangements

- During any Lockdown, all pupils who arrive onsite will continue to follow the school expectations.
- Pupils at home are expected to complete their remote learning as directed by their class teachers.
- Please see the remote learning policy for expectations of pupils.

3.1 Changes to whole school attendance during a national lockdown

If the school is instructed to move to remote learning for a period of time, the following may apply:

- Only the children of critical workers and vulnerable pupils should attend school, with remote learning offered to all other pupils. Pupils' attendance will be monitored through the submission of work. Formal registrations will replace this format over time.
- Expectations for uniform – Pupils who are attending onsite provision because they are key workers/vulnerable pupils will wear their full school uniform or PE kit with a school blazer.

4. Expectations for pupils at home

4.1 Remote learning rules

If pupils are not in school, we expect them to follow the procedures as set out in the remote learning policy.

4.2 Dealing with problems

If there are any problems with pupils adhering to rules around remote learning, including if they do not engage with the remote learning set for them, we will:

- Call parents/carers of pupils who are persistently not submitting work. This will be done in some instances by the class teacher or by the KSL for pupils who are persistently failing to engage.
- The school is aware that some pupils may not be able to complete all online work for specific reasons. This will be monitored through 'keeping in touch calls' and support will be provided to parents/ carers or pupils where necessary.
- If pupils routinely refuse to engage with online learning they will be invited into school to access support.

5. Monitoring arrangements

The Pastoral Lead will review this policy as guidance from the Local Authority or Department for Education is updated.

6. Links with other policies

This policy links to the following policies and procedures

- Safeguarding policy
- Behaviour policy
- Remote Learning policy.