

Al-Noor Primary School Behaviour Policy

Coronavirus Addendum September 2020

1. Scope

This addendum applies until further notice.

It sets out changes and exceptions to our normal behaviour policy. Pupils, parents, carers 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, carers 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 new rules and routines as set out below to keep themselves and the rest of the school community safe.

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

Parents should also read the guidance in the parent information booklet and ensure that their children follow the new procedures that have been put in place. Parents should contact the headteacher 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. Refer to the Covid-19 School Operation booklet for more information. These changes apply particularly to:

- Routines for arriving or leaving the school
- Hygiene, such as handwashing and sanitising
- Moving around the school (one-way systems, out of bounds areas, queuing)
- Telling an adult if they are experiencing symptoms of coronavirus
- Sharing any equipment or other items, including drinking bottles
- Breaks or playtimes and lunchtimes
- Use of toilets

Our core aims, principles and intentions of our current Behaviour Policy, will remain unchanged. We will continue to maintain the school ethos and promote our school values. We will be providing clear guidance on the changes to school routines, and frequent reminders of our expectations in an age-appropriate way. We will take into account the possible impact of the virus and lockdown on pupils in the event of considering any sanctions i.e. the impact on mental health/wellbeing of being out of school for this period, anxiety, impact on their family, bereavement and concern for family members.

Where a pupil has a special educational need, we will consider the impact on their behaviour of being out of school for an extended period as well as their ability to adhere to social distancing guidance.

2.2 Rewards and sanctions

Al-Noor Primary Schools will maintain its high expectations for every pupil and will continue to use our established strategies, as outlined in the Behaviour Policy, to provide consistency and clarity across the school. Positive praise will remain at the core of our behaviour management strategies.

As long as this addendum applies, there will be some changes to our behaviour policy in order to address the requirement of social distancing and keep the community safe:

- We acknowledge that accidental contraventions to the new rules might happen whilst children are getting used to the new rules. If it is found that s/he cannot repeatedly adhere to the requirements, despite this being accidental, behaviour targets may be put in place and a behaviour plan shared with parents/carers.

Major and deliberate incidents

- Contraventions that place others at serious risk will be dealt with quickly thus one or two contraventions may result in internal or external exclusions.
- On the first occasion of deliberate contravention of the rules, a child will be isolated and given a reflection. Parents will be contacted.
- On the second occasion of deliberate contravention of the rules, a child will be internally excluded. Parents will be asked to attend a meeting.
- A deliberate contravention placing others at serious risk will lead to an immediate temporary exclusion at the discretion of the headteacher.
- Any other major behaviour as defined by the school behaviour policy that would result in temporary exclusion would lead to an immediate temporary exclusion at the discretion of the headteacher.
- Only deliberate contraventions resulting in temporary exclusion will be recorded and kept on file.

3. Expectations for pupils at home

3.1 Remote learning rules

If pupils are not in school, we expect them to follow all of the rules set out below.

Parents and carers should also read the rules and ensure their children follow them. Parents should contact the Headteacher 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 with their learning.

- Be contactable during required times
- Complete work to the deadline set by teachers
- Attend live sessions or watch recordings
- Follow the same expectations of behaviour and conduct as expected during face-to-face lessons

- Alert teachers if they're not able to complete work
- Use proper online conduct, such as using appropriate language in messages,
- Avoid posting messages during live sessions that distract others
- Ensure that they attend live sessions only during the specific times, avoiding using session links to socialise

3.2 Dealing with problems

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

- get in touch with parents/carers and see if there's any issues we can help them address
- follow school policies to deal with issues such as bullying
- temporarily ban a pupil from attending live sessions and asking to watch recordings instead

3.3. Live Broadcasts Etiquettes

When live broadcasts through the school take place, we all need to be vigilant to reduce risks to safeguarding and data protection. The guidance for all children, staff and parents to adhere to is set out below:

DO

- Follow the Acceptable Use Policy to use technology safely
- Communication during school hours only
- Neutral backgrounds when filming/broadcasting
- Appropriate/professional dress. As the broadcast will involve face to face interactions, appropriate dress is advised for pupils, including the hijab for all KS2 girls
- Appropriate/professional behaviour - codes of conduct still apply for children and staff
- Ensure only head and shoulders are visible during a broadcast
- Broadcasts will be recorded by the school host so there's a record to go back to if required - Pupils will be informed of this when joining the call.
- Check all open tabs on the browser before sharing a screen, in case of inappropriate content
- Parents should supervise children during live broadcasts and ensure they take place in a shared space.
- Pupils are only allowed to use school accounts for school work and videos/broadcasts and be aware that these are monitored
- Alert a staff member if a child is exposed to anything concerning or bullying is suspected, pupils should also be told to alert parents or staff members of the same
- Be aware that parents have the right to opt out of live broadcasts and can opt to use audio only
- Please note the sessions are optional in case you do not consent for your child to take part due to data protection concerns

DON'T

- Communicate outside our agreed systems and platforms (Google Meet, phone calls and emails from school email addresses)
- Use staff personal email addresses or social media to communicate
- Let parents or pupils see staff personal phone numbers
- Film from bedrooms, instead use a shared space like a living room or kitchen
- Have 1:1 video chats between staff and pupils without parental and school knowledge

4. Monitoring and review

We will review this policy as guidance from the local authority or Department for Education is updated and as a minimum every 6 weeks. Any changes will be approved by the governing board/board of trustees.

5. Links with other policies

This policy links to the following policies and procedures:

- Child Protection and safeguarding policy
- Health and safety policy
- Behaviour Policy
- Anti-bullying Policy
- E-Safety Policy