



SHREWSBURY HOUSE
PRE-PREPARATORY SCHOOL

**Behaviour Management
Policy Covid-19 Addendum**

Context

From 23rd March 2020, parents were asked to keep their children at home, wherever possible, and for schools to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

On 20th May 2020 the Government held a briefing asking schools to prepare for the partial reopening of schools. From Monday 1st June, Shrewsbury House Pre-Preparatory School will reopen to children in Nursery, Reception and Year One, as well as vulnerable children, and children of keyworkers. We aim to maintain a secure, caring and stimulating environment in which children are encouraged to have respect for themselves and each other. Whilst expectations in the current Behaviour Policy remain pertinent, it is necessary, in light of the Covid-19 pandemic, to make some adjustments for the safety of all pupils and staff. These adjustments are set out below. This addendum applies to those children both in school and not in school.

In order for children to achieve their best, it is vital that they understand how to behave, play and learn together in a considerate manner. To achieve this, we believe it is important that children, staff and parents value good behaviour. We focus on instilling our core values of Teamwork, Resilience, Aspiration, Care and Kindness across all areas of school life. Children learn best when they are in a safe and supportive community, when they are clear about what they are supposed to do and they are continually and consistently encouraged to do it.

Vulnerable and SEND Children

A proportion of vulnerable children are currently in school daily. The routine for these children has been devised based on their needs and will continue as school opens to a wider number of children. Certain vulnerable children are currently at home. Some of these children are at home as their parents do not feel it is a safe time to return to school. Some are at home as they are high risk individuals and their usual behaviour requiring a 1:1 deems them highly unlikely to be able to follow the school's new rules and routines and have a 1:1 provided due to staffing levels. Children within school are grouped with known staff and supported by appropriate adult ratios to individual needs. All pupils are risk assessed and assessed as safe in the school or home environment. DSL calls are made to any vulnerable children at home when required.

Staff Conduct and Wellbeing

The school's usual staff code of conduct is still relevant in the new school scenario. Staff are working in a new way, following new guidelines and their mental wellbeing is paramount. Staff have been consulted over the school's risk assessment and allowed to voice concerns over returning. The school's opening plan has taken into consideration staff viewpoints and union guidance. Staff will always work in pairs within groups to ensure they are supported by another and are able to take their break. Staff have been directed to mental health resources that can support them if needed and the school has a designated Mental Health Lead (Odile Trier) overseen by the school's head (Jon Akhurst) should staff require individual support.

Staff must adhere to the 2 metre social distancing rules in place and remind children of these where needed, for their and the children's safety. It does state in Government guidance that children might not be able to maintain 2 metre distancing. Staff must take care to make sure that children follow this with regards to

themselves, with gentle reminders. There may be times when children go to staff upset and need to be comforted in an age appropriate way. Communal areas such as staff toilets and the staffroom must be used by a limited number of staff at once.

Staff must continue to adhere to the Government guidelines about social distancing outside of school, in order to protect themselves and other members of the school community.

Pupil Conduct and Wellbeing

The school's usual behaviour rules for pupils are still relevant in the new school scenario, however, there are additional rules and routines pupils must now be aware of and follow. Any pupil unable to follow the school's current and amended rules will be unable to attend the school setting. During this time in school, staff are not expected to use positive behaviour management techniques and should ask for advice from the Headteacher if a difficult situation arises.

Pupil wellbeing is paramount during their time in school. Children will be anxious over having missed school and their friends, ongoing news about the virus, bereavements and more. All children will be in small groups and have two adults to safeguard them during their time in school. Part of the children's curriculum will be PSHE to discuss their worries and concerns. A DSL and Deputy DSL will also be available daily to act on any concerns causing alarm.

Children in Year 2 will experience transition talks and activities to help prepare them for their next school in September.

The school references the following government document in its plans for wellbeing of all.

<https://www.gov.uk/guidance/supporting-pupils-wellbeing#staying-in-contact-with-and-identifying-staff-who-need-additional-support>

Parent Conduct and Wellbeing

Parents have been updated and consulted throughout the period of school closure. Teachers regularly update the learning platform Seesaw, to support parents in home schooling. Parental feedback has also led to changes in the home learning as an ongoing process. Parents have received regular letters from the Head teacher informing them of the latest Government advice/guidance and school's planning.

Parents of pupils who have returned/are returning to school have received clear guidance on the expectation upon them. Parents will be given a specific drop off and collection time and be advised about social distancing during the journey to school. Parents are aware that they are NOT allowed into school at this time.

Parents are able to communicate with staff via the school office and receive quick responses to queries.

Online Safe Behaviour in School

The school's current acceptable use policy and E safety policy is still in place supported by the Reasonable Use Agreement. Children are supervised using laptops and IPADs and only set work using teacher approved sites.

Online Safe Behaviour at Home

Resources about keeping children safe online have been shared with parents. The school staff set work through the Seesaw. Staff are not interacting with children in any 'live' lessons but do have small group sessions. If interacting with other children or staff online, children (and staff) should always be kind and respectful to each other and respectful and obedient to staff, remembering at all times that that staff are not 'friends' with, or peers to, pupils. Any inappropriate comments to staff online, via email, or any other platform will be taken very seriously. This is also the case of for any online bullying towards other pupils or peer-on-peer abuse that is disclosed to the school during this time.

Changes to School Rules and Routines which may have an effect behaviour

Arrivals, Departures and Moving round the school

Children will enter school through their designated entrance, either the front door, main gate or Nursery gate. Children will enter individually and will go straight to their designated class/hall via the external doors, keeping a 2m distance from any other individual.

At their designated home time, children will leave the building from their designated exit. They will leave one at a time when their parent has come to collect them, again keeping their distance of at least 2metres from each other.

Movement around the school will be limited. When the children leave their classroom to go outside for breaks or outdoor learning, they will ensure to keep 2m from peers and adults. Children will follow an adult from their classroom on their designated route.

Handwashing and Hygiene

Children will be expected to follow all handwashing and hygiene routines while in school. Children will wash hands/use antibacterial gel as entering school, before and after eating and at regular intervals during the day.

We ask children to follow the catch it, bin it, kill it, guidance when in school, if they need to cough or sneeze, they should use a tissue or crook of their arm. Children will be reminded not to touch their face, mouth, nose or eyes while at school.

Should a child refuse to follow these routines they will be unable to attend school.

Social Distancing

Children who are old enough, will be expected to socially distance from their peers and adults in school and on the playground at all times. Year 1 (and Year 2 key worker children) will have their own table spaced up to 2m apart. When children enter their classroom, they will be expected to go straight to their table and nowhere else in the room. Children will put their hand up if they need support from an adult, they will not get out of their seats without asking.

We understand socially distancing may be more difficult for younger children; they will be encouraged wherever possible to keep a distance from peers and adults, however, we understand this may not always be possible.

Toilets

Each group will have designated toilets to use. Children will only use the toilets one at a time and be supervised by an adult through the corridors. When a child has finished in the toilet, they must wash their hands.

Break and Lunch times

Children will have a designated place to play during break times. They will have their own equipment that will be cleaned after use.

Children will be expected to remain socially distant from both peers and adults during break times. Children must stay on the playground in sight at all times.

Lunch will be eaten in their classrooms. Children will eat at their table or in their own space. Children will have packed lunches provided through school.

Rewards

The house point system will not be in use during Covid-19. Children instead will be given verbal positive praise for rewards. Teachers and Teaching Assistants welcome opportunities to praise individuals for good work, attitude or good behaviour, and show recognition, if these are brought to their attention. Gold star may be added to each child's individual gold star. These will be added by the class teacher and not by children as before. Above all praise and encouragement should be used as much as possible. TRACK certificates will be emailed home for parents to print for their child after Celebration Assembly. Walking through school to show their work to the Head Teacher or other adult for acknowledgement and praise during this time will not be permitted.

Positive Handling & Restraint

There can be times when a pupil's behaviour requires staff physical support to ensure the pupils' own safety, the safety of other pupils and staff, or that property is not seriously damaged. This can require the use of physical interventions. In the case of a child being at risk, putting others at risk or damaging property the child's parents or carers will be called and asked to pick up their child immediately. The situation will then be reviewed by the Headteacher and a decision of whether the onsite education offer will be withdrawn in favour of the online/virtual offer if this is deemed safer for all pupils and staff.

Where a child may need very close contact it is imperative that parents know that the use of PPE where appropriate WILL be used to help avoid cross contamination or any potential virus spread.

Some behaviours previously referred to in the Behaviour Management Policy will have been deemed less serious however if an action now results in the potential compromising of a person's ability to socially distance and stay safe, it will now hold very serious consequences.

Category	Concern examples	Consequences/Actions
1	<ul style="list-style-type: none"> • Not taking responsibility to inform an adult if they are experiencing symptoms of Covid-19 • Not following expectations about sneezing, coughing, tissues and disposal (in line with the catch it, bin it, kill it message) • Low level disruption in class 	<ul style="list-style-type: none"> • Staff reminder given, phrased in a positive manner • Parents/Carers informed by telephone or email • General school behaviour system followed.
2	<ul style="list-style-type: none"> • Not following routine for arrival or departure • Not following rules and sharing equipment or other items • Not following instructions on hygiene, such as handwashing or sanitising • Not moving around school as per specific instructions • Not lining up or sitting following instructions to remain 2metres apart wherever possible. 	<ul style="list-style-type: none"> • Staff reminder given in a more direct manner. • Parents/Carers informed by telephone or email • Concerns shared with others in Child Forum meetings
3	<ul style="list-style-type: none"> • Repeatedly not following school routine for arrival and departure correctly • Deliberately tampering or touching another child's belongings or equipment. • Deliberately tampering with hygiene materials such as soap or sanitiser. • Deliberately tampering with bins or the contents of bins. • Deliberately entering an area or zone that is out of bounds or which may compromise the health of children in another 'bubble group' • Deliberately attempting to socialise with a child from another 'bubble group' • Deliberately misusing toilet area and facilities. • 	<p>Child will be sent home and a risk assessment must be completed to assess if the child can return before September.</p>
4	<ul style="list-style-type: none"> • Deliberately coughing or spitting at somebody • Any action that would usually require the need for restraint and which would severely compromise 	<p>Child will be sent home and a risk assessment must be completed to assess if the child can return before September.</p>

	staff ability to remain socially distanced.	
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This Policy has been approved by the Board of Governors.

This Policy is reviewed annually by the Head.

This policy was reviewed May 2020.