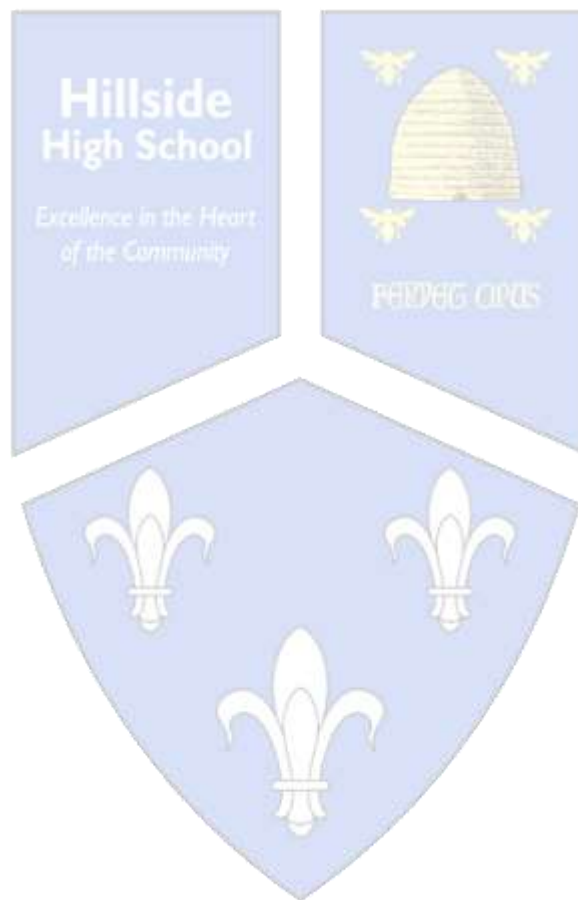


COVID-19 Addendum to Behaviour for Learning Policy 2020-2021 v.3



Policy & Procedure Number:

Date of Board of Governors Review: September 2020

Next Review Due: December 2020

School Link: Mrs N Cross

Revision Number: 03

This policy should be read in conjunction with our BfL Policy, guidance from our website and the guidance set out by the DfE. The amendments below should be considered as part of the school's Behaviour for Learning (BfL) Policy until further notice.

1. Purpose

1.1 Despite the ongoing impact of COVID-19, in view of the reopening of school to all pupils and in line with Government guidance, it remains essential that as far as possible, Hillside High School continues to:

- Communicate the latest guidelines in response to COVID-19 to Governors, staff, pupils and parents/guardians.
- Create a secure, safe and calm environment where pupils can be confident and happy.
- Ensure that all Governors, staff, pupils and parents/guardians are aware of the high expectations of the school in terms of behaviour/conduct.
- Ensure absolute clarity about the expected standards of pupils' behaviour.
- Promote positive behaviour and self-discipline.

1.2 The way that the school is currently operating in response to COVID-19 is fundamentally different to business as usual however, our incredibly high standards and expectations remain.

1.3 At Hillside High School, poor behaviour will not be tolerated; behaviour that puts pupils, teachers or support staff at risk will be dealt with seriously.

1.4 Leaders and staff will actively speak to pupils to help them understand the importance of the protection rules and the potential implications of ignoring them.

2. Positive Conduct First

2.1 Praise and rewards should continue to have the main focus to encourage pupils to participate, perform and progress.

2.2 Staff members will be actively encouraged to continue to follow the school's rewards policy, providing pupils with satisfaction and pride in their achievements. This may include, but is not limited to the following:

- Quality first teaching/Planning for positive behaviours and engagement;
- Smiles and other forms of non-verbal communication

- Verbal praise (in line with social distancing)
- Telephone calls home;
- Commendation messages (via phone call/email or school text message).

3. Classroom management

3.1 The management of classrooms will look different under the new Government guidance.

3.3 Classrooms will be arranged to support social distancing and will be zoned by year group.

3.4 Teachers will continue to build positive relationships with pupils, always looking for ways to encourage positive behaviour, increase self-esteem and take opportunities to remind pupils about the new rules and routines in order to keep everyone safe.

3.5 As a body of staff we need to be aware that pupils with the most challenging behaviour may need more targeted approach, pastoral support or therapeutic strategies. We will not assume that all pupils will need the same level of support. Hillside High School needs to provide a positive and supportive environment for all pupils.

4. Rules and Routine

4.1 It is important that the behaviour of pupils helps to prevent the spread of coronavirus.

4.2 As set out in the guidance from the DfE, it is vital for schools to be calm and disciplined environments, where everyone follows the rules, therefore pupils must:

- Always respect social distancing rules;
- Follow the instructions of staff, at all times;
- Remain in the Zone/location in which they have been placed;
- Not mix with any other children in school that are not in their POD;
- Only enter and exit the school building from the designated area;
- Only use their own equipment - Never share equipment, such as pens, drinks bottle or sports equipment;
- If a pupil needs to use the toilet they will use the new toilet block.
- Tell an adult if they are experiencing symptoms of coronavirus;
- Never cough, sneeze or spit towards another person;
- Adopt the school's protocol on hygiene, such as handwashing their hands or using hand sanitiser as soon as they come to school and when asked by staff;
- Follow the catch it-bin it-kill it rules by coughing and sneezing into elbow or tissue;
- Conduct themselves in a manner which does not put their fellow pupils or teachers at risk;
- Respect themselves and others, at all times; following the instructions of adults without question.

- Follow all school/POD rules. Pupils who don't will receive serious sanctions.

4.3 Food and drink should only be consumed in the designated areas.

4.4 Follow the POD rules which are displayed in each classroom- see Appendix 2

4.5 Classroom protocols for behaviour management is per the original BfL policy and staff handbook with some amendments as outlined below to reflect the current situation:

- C1 - first verbal warning
- C2 - Second warning, name on the board and pupil aware of why. E.g. 'Name you are still...
- C3 -Teacher speaks to pupil at the classroom door- social distancing should be observed during this brief conversation (no more than 30 seconds ideally) at the door e.g. I am talking to you because (explain the brief the thing/s that they are doing) is stopping the learning of others, when we go back into the room I would like you to ... (state your expectations clearly).
- C4 -after the conversation with the teacher the pupil will be given one more chance, if their behaviour doesn't change the member of staff should press the emergency buzzer on SIMs for support as per the BfL policy.

Please see p31-35 of the staff handbook for guidance regarding further strategies.

The Progress Leader for the year group will attend the buzzer .

Breaking the rules (deliberately disobeying rules on protective measures)

5.1 Upon return to school in September , pupils will be made aware of the rules and routines put in place to keep everyone safe and help prevent the spread of coronavirus.

5.2 It is vital that all rules and routines are followed by pupils; this includes pupils using the correct entrance and exit they have been allocated, following the specific instructions of staff and most importantly, all pupils following the social distancing rules.

5.3 Pupils who fail to follow the rules and routines set out by the school will be dealt with in accordance with the school's staged approach towards behaviour; consequences for disobeying the rules could result in but are not limited to:

- Verbal warning;
- A phone call home;
- Loss of free time;
- Internal Exclusion;

- Fixed Term Exclusion;
- Permanent Exclusion;
- Any other sanction deemed appropriate.

5.4 Any pupil who deliberately commits serious or persistent breach of the new COVID-19 protection rules for example, spitting or deliberately coughing on or near someone, may be sanctioned by the Principal using the full range of sanctions available, dependent on the seriousness of the breach, up to and including, in extreme cases, permanent exclusion.

5.5 There is a recording log for incidents where a pupil deliberately and purposefully does not adhere to social distancing rules. Staff should alert a member of Leadership in the event of such an incident and then complete the log.

The recording log can be found in Key Information in the folder COVID Behaviour Incident Log.

7. Graduated Response

7.1 Any pupil returning to school who was previously on the Graduated Response and whose behaviour was monitored by a report card or Pastoral Support Plan (before we entered the 'lockdown phase') will be spoken to by their Progress Leader (or a member of the Senior Leadership Team) to help them understand the importance of the protection rules and the potential implications of ignoring them. Pupils will not be required to carry a physical copy of their report card/PSP but any behaviour incidents should be logged using SIMs as per the Behaviour for Learning Policy. Progress Leaders will continue to monitor the 1-4 codes in lesson monitor during the day to monitor the behaviour of pupils.

8. Internal Exclusions

8.1 Internal Exclusions may be used as a sanction for any pupil who disobeys the rules and routines put in place to keep pupils and staff safe. The class teacher should use their SIMS emergency button in the event that despite trying to refocus behaviour a pupil continues to disrupt the teaching and learning of others or in any other emergency situation. The Progress Leader for that year group will then come to the classroom and where appropriate will take the pupil to R1 for the remainder of that lesson as per the Behaviour for Learning Policy.

8.2 Pupils will be provided with opportunities to correct their behaviour. As always, staff will work positively with our pupils to correct any unwanted behaviour, using language of choice, positive reinforcement and verbal reminders.

8.3 However, please note that any behaviour that puts their fellow pupils or teachers at risk will be dealt with seriously and may result in escalated actions.

8.4 If an Internal Exclusion is deemed appropriate, pupils will be removed R1 (respecting social distancing). This room will be supervised by a member of senior staff.

8.5 Pupils and staff will be expected to respect social distancing at all times.

8.6 Pupils will be expected to follow all instructions given, work independently when requested and complete all work set. As always, academic support will be available.

9. Fixed Term Exclusions

9.1 As stated by the DfE guidelines, 'the disciplinary powers that schools currently have, including exclusion, remain in place'. As a school, we will continue to follow our BfL policy on exclusions.

9.2 In making a decision to exclude, the Principal will ensure that their decisions are fair, based on the facts of the incident and do not include any elements of discrimination.

9.3 However, we are aware that some pupils will return to school having been exposed to a range of adversity including bereavement and long term anxiety. This may lead to an increase in social, emotional and mental health (SEMH) concerns.

9.4 Each case of serious misconduct will be dealt with on an individual basis. The school will investigate thoroughly and gather the facts to make an informed decision.

9.5 The school will act fairly and in the best interest of the pupil and our ability to keep pupils and teachers safe.

10. Supporting SEND/LAC/Vulnerable pupils.

10.1 We are aware that some pupils will return to school having been exposed to a range of adversity including bereavement and long term anxiety. This may lead to an increase in social, emotional and mental health (SEMH) concerns.

10.2 School will refresh our pupils on school routines and expectations and talk to our pupils about their feelings, behaviours, rules and why they are needed.

10.3 Where reasonably possible, SEND/LAC/Vulnerable pupils will continue to get the support of our pastoral team. We understand that this is vital for these pupils to ensure they feel comfortable when in school.

10.4 The school will endeavour to involve other agencies to provide wrap around care for pupils who need additional support. This may include the signposting of other agencies when needed.

11. Memorandum on Justifiable Restraint

At Hillside we discourage physical contact between staff and pupils. We do not believe that any of our pupils have such a complex level of need that is necessary for staff to be trained in physical restraint and we strongly advise staff to defuse a confrontational situation in a calm and controlled manner. We ask that staff use their voice in a positive and encouraging manner and that they seek assistance from other staff if a situation is becoming untenable with a pupil. We would ask that staff regard the following:

11.1 The legal provisions on school discipline provides members of staff with the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others or damaging property.

11.2 During the COVID-19 period, all reasonable social distancing measures will be adhered to, however, this might not be possible where there may be risk of significant harm to staff, pupils or visitors.

11.3 Incidents of physical altercations (such as fighting) between pupils and/or aggressive behaviour towards pupils or staff will be dealt with seriously by the school.

11.4 The decision on whether or not to physically intervene is down to the professional judgement of the staff member concerned and should always depend on the individual circumstances.

12. Searching, Screening & Confiscation

12.1 Staff that are appointed by the Principal to complete a search with a pupil will wear PPE and adhere to all reasonable social distancing measures with pupils; this might not be possible where there may be risk of significant harm to staff, pupils or visitors.

12.2 Please see BfL policy for further details on searching, screening and confiscation

13. Home Learning

13.1 As a school, we are looking forward to getting all pupils back to normal schooling, If a pupil is required to self-isolate but is not ill then it is our expectation that they will continue to complete work at home following the principles below:

- Try their best with work set by their class teachers;
- Ask for help when needed; particularly in terms of mental health and emotional well-being
- Support their families and follow instructions;
- Look after themselves and take regular breaks;
- Remember to stay safe online.

14. Mobile Phones

14.1 Pupils will be permitted to use mobile phones at break and lunch in a designated 'phone zone' which are the old gym and the yard. Pupils are not permitted to use their phone at any other time or in any other location e.g. the corridor or in a classroom.

14.2 'If we see it you lose it'- pupils should be reminded that if they choose to get their phone out at an unspecified time or location it will be confiscated. This message and subsequent action must be adhered to consistently by all members of staff. In light of the current situation it is not appropriate for a member of staff to handle a pupil's phone when confiscating. If a member of staff in the classroom sees a pupil using their mobile phone then they should use the buzzer to call for the relevant Progress Leader. The Progress Leader will then come with an envelope for the pupil to place the phone in, this will then be taken by the Progress Leader to Pupil Support to be stored safely. If a member of staff sees a pupil using their mobile on the corridor then they should ask the pupil to put this away (it is not appropriate for the member of staff to confiscate this at the moment). Please then email the relevant Progress Leader.

14.3 Returning phones to pupils;

If it is the first occasion a pupil has had their phone confiscated then they will be able to collect this from Pupil Support at the end of the day. On the second occasion they will receive a letter home but the phone will be returned to them. If there is a third occasion then the phone will not be returned to the pupil and an adult family member will need to collect this.

