

UNIVERSITY ACADEMY  
HOLBEACH



UNIVERSITY OF  
LINCOLN

## The University Academy Holbeach

*Principal: Miss S Paige B.A. (Hons.)*

# **Behaviour and Anti-Bullying policy: coronavirus addendum**

Date: 10<sup>th</sup> June 2020

To be reviewed every month

Review date: 10<sup>th</sup> July 2020

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## 1. Scope

This addendum applies until further notice.

Unless covered in this addendum, our normal behaviour policy continues to apply.

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.

This addendum has been written following government guidelines shared with schools in preparation for wider reopening after the 15<sup>th</sup> June 2020 and other COVID secure guidelines.

## 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.

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

Parents/carers should also read the rules and ensure that their children follow the new procedures that have been put in place. Parents/carers should contact the learning coordinator if they have any concerns or queries.

- › Pupils arrive at school at the directed time and go directly to their designated classroom
  - › Pupils follow the schools hygiene and hand washing expectations at all times including on entering and leaving the school site, break time lunch time and at any other time deemed appropriate by the supervising member of staff
  - › Pupils stay with their pod at all times and do not attempt to mix with members of other pods or enter rooms other than their designated room.
  - › Pupils follow the one-way-system at all times, minimise movement around the school by using toilets during hand-washing opportunities as far as possible and follow 2 metre social distancing at all times.
  - › Tissues are provided for sneezing, coughing etc. Pupils must use these, dispose of them in the bins provided and wash / sanitise hands immediately afterwards. Any pupil endangering others through deliberate coughing or spitting towards others will face serious sanctions.
  - › Pupils must tell an adult if they are experiencing symptoms of coronavirus, parents / carers must be available to collect a pupil if this occurs.
  - › Stationery packs are provided for all pupils, these must not be shared with other pupils and should be left on site
  - › To reduce the likelihood of transmission water fountains are not available to pupils, they must bring their own drinks to school. Pupils must not share drinks.
  - › Pupils will receive a morning break, there are no canteen facilities available so pupils must bring a morning snack and must not share food.
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- › Lunch is provided for all pupils, alternatively pupils may bring a packed lunch. All pupils will eat lunch in the hall, with their pod, at the designated time.

## **2.2 Sanctions for following rules**

We strongly believe that pupils will benefit greatly from the opportunity to attend school.

However sanctions will be applied for those infringing the expectations laid out above - these will range from advice and guidance for minor breaches or to a fixed term exclusion or a permanent exclusion from school for the most serious breaches where the health and wellbeing of other members of the school community are put at risk.

## **2.3 Changed rules**

As long as this addendum applies, we will alter the following school rules.

- › Attendance will be recorded in line with Government guidance. Parents will be contacted if pupils do not attend the planned sessions and notification has not been received.
- › Pupils are expected to attend in uniform but blazers are not compulsory. If pupils grow out of their uniform we do not expect it to be replaced at this time but ask that parents/carers contact the school.

## **3. Expectations for pupils at home**

### **3.1 Remote learning rules – please see the Remote Learning Policy for more details**

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

Parents/carers should also read the guidance and ensure their children adhere to them. Parents should contact their Learning Coordinator if they have any concerns or queries.

We expect pupils to:

- › Try their best to complete work set by their teachers
- › Return completed work to their teachers when where possible (this may be a screen shot or photograph of their work)
- › Seek help if they need it by emailing their class teacher
- › Alert teachers if they are not able to complete work
- › Engage in MST lessons following the Microsoft Teams (MST) remote learning pupil code of conduct (see appendix 2)

We expect parents to:

- › Make the school aware if their child is unable to access or complete the work
- › Seek help from the school if they need it
- › Be respectful when making any complaints or concerns known to staff in line with the Home School Communications Policy.

## **4. Monitoring arrangements**

We will review this policy as guidance from the local authority or Department for Education is updated, and as a minimum every 4 weeks by Natalie Lamb. At every review, it will be approved by the school governing body.

## 5. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Remote Learning policy
- SEND policy
- Home-school communication policy
- ICT acceptable use policy – pupils and parents
- ICT acceptable use policy - staff
- Health and safety policy