



SURREY

## Surrey County Council

### **Oakwood School Behaviour Policy 2020 Covid-19 Addendum – Autumn Term 2020**

The principles as set out in Oakwood School Behaviour Policy remain and should continue to be followed. This addendum should not be used as a stand-alone document and should be read in conjunction with the existing policy. It sets out the expectations of Oakwood School in light of the Covid-19 pandemic and the need for students to behave differently when they return to school. It describes the new systems and modifications in place for the Autumn Term and how students will be supported to adhere to them.

This addendum follows the advice and guidelines provided by the DFE. The addendum should be read in conjunction with the Safeguarding and Child Protection Policy, Antbullying Policy and Behaviour for Learning Policy.

All students should continue to adhere to the principles outlined in the Behaviour Policy. In particular students should be mindful and consistently follow the 7 C's at all times in school, on their journey to and from school and within the local community.

Students should respect the day to day expectations when working in the classroom and the wider school. Oakwood students will follow their timetable and will only attend school at the times that the school has agreed. All students will use the correct entrance when entering and exiting the school and will follow the social distance rule. All students must use the designated entrance and exits to the school building and if necessary ensuring they maintain the social distance rule. On arrival to school students will go immediately and wait patiently in their allocated zone, following the social distance requirements. When students enter the building they must sanitise their hands and continue to wash their hands for a minimum of 20 seconds at regular intervals throughout the school day as organised by members of Oakwood staff. Students must follow the member of staff's seating plan and remain in their seat at all times unless directed otherwise. Students must refrain from moving around the classroom or work area and must not touch other students possessions or work space when entering or exiting.

The classrooms will also have hand sanitiser and appropriate cleaning products. The expectation is for students when sneezing /coughing must use them and then discard it in the bins provided. Therefore, following the 'Catch it, Bin it, Kill it' approach. Students must avoid touching their mouth, nose and eyes with their hands. If a student is feeling unwell (whether they are experiencing symptoms of Coronavirus or not) they must inform the member of staff immediately so they can be assessed by a member of Student Services Team.

During the school day students must use the same equipment and not borrow any items from other students (this includes the use of a water bottle). Students can bring in to school their own hand sanitiser if required. If students forget their equipment the school will provide the basic items to be used during the school day. Students must

not bring in additional items into school other than lunch boxes and water bottles. Students must not share food or snacks with their peers or staff.

Breaks will be organised at specific venues and students must remain in the allocated area and use the toilets as organised by the school. Students must obey the social distancing rule at all times including during break times. Students must follow the behaviour policy at break times and staff will issue appropriate sanctions as necessary, especially if the behaviour is of a health and safety concern.

If a student needs to leave the room for their mental health or wellbeing they must do so with permission or the use of an Escape Card. They must not wander the building but must go straight to Student Services and wait in the area provided.

In the unfortunate event of misbehaviour, students will be given clear, explicit reminders of appropriate choices. If, following this, behaviours do not improve and the student receives a Second Warning a member of staff will be called to remove the child. The student will be removed to work in another classroom within the year group and appropriate follow up by the teacher will take place as stated in the behaviour policy.

***If in the event that there are incidents which pose a risk to students and staff, parents will be contacted, and the student will be collected from school to ensure the safety of themselves and others. Appendix 1 gives some examples of the sanctions the school may follow. If any adverse behaviours that is deemed high risk take place that could affect the health or safety of individual students or staff, then an individual risk assessment may be completed to review the safety of that child in school site.***

***Certain behaviours will not be tolerated such as spitting, deliberately coughing at someone, physical attacks, refusal to comply with Health and Safety / social distancing requirements that could heighten the risk of harm to others. These actions are a serious breach of the school rules. It is highly likely that the Headteacher will apply an exclusion in line with the Exclusion Guidance.***

When moving around the school the students must walk and not run and follow the direction indicated by the arrows at **all** times. Students must follow the signage in specific areas of the school, such as, the canteen and hall that indicates the distance the students should be away from each other when queuing or socialising.

If students are interacting with other students or staff online as part of their learning, students must always be kind and respectful to each other and respectful and obedient to staff. Students must remember that staff are not 'friends' with, or peers to, students. Students should never attempt to contact staff via social media or make comments about staff on social media platforms. Any inappropriate comments to staff online will be taken very seriously. This is also the case of for any online bullying towards other students or peer-on-peer abuse that is disclosed to the school during this time.

### **All students will be supported in the following ways:**

- Throughout the school there will be signs/posters/visual prompts to remind students and staff of the new safety measures in place that should be followed.
- All adults will explain new routines sensitively and help students to feel safe and reassured by the rules in place.
- The new routines and expectations will be explained and repeated by the students' teacher every day and throughout the day. This will reassure all students and particularly the most anxious.
- All adults will explain hygiene rules sensitively every day and provide reminders throughout the day.
- Whilst new expectations are being established, we will focus on routines, safety and well-being in the first instance, especially in the tutor programme.
- An age appropriate strategy for students to share their concerns e.g. Tootoot, will be available so that students' concerns can be heard and responded to every day.
- School staff will pay particular attention with regards to families and students who are classified as clinically vulnerable so that appropriate additional support is put in place to reduce anxiety as appropriate to the circumstance.
- All our usual systems for affirming our students' good behaviours will continue, with a particular focus on 'Staying Alert' and 'Being Kind' behaviours
- For students who are not managing for any reason to follow our school expectations we will follow the process outlined in Behaviour for Learning Policy
- If, despite all appropriate support and guidance, a student repeatedly breaks our current safety rules, the Headteacher may, as a last resort, consider alternative arrangements or distant learning or exclude a student either for a fixed period or permanently.

### **Support for students who have additional or special educational needs:**

- Students will have their individual support plan/proactive behaviour plan /risk assessment reviewed in light of the new circumstances.
- If there are concerns that appropriate support is not possible during this period, despite our best endeavours, a meeting will be held with parents (and relevant external professionals) to discuss next steps and what additional adaptations may be possible to ensure the student can manage his/her behaviour safely.

### **Positive Touch and Physical Intervention**

There may be times when a student's behaviour requires staff to use physical intervention to ensure the pupils' own safety, the safety of other students and staff, or that property is not seriously damaged.

Oakwood School will be guided by the following principles in these circumstances, in line with the advice from the Surrey Accredited Training Centre:

- Given the current pandemic, staff will also need to consider the possible risk of infection if they physically intervene, contrasted with the possible risks of infection should they not intervene.
- Any decisions made should be in accordance with Public Health and Government guidelines on Covid-19.
- Advice remains firmly focused on restraint reduction. The emphasis is on de-escalation, reducing triggers, and early interventions to manage risk.
- When deciding to use restrictive interventions, any such restriction must be a last resort, reasonable, and proportionate action.
- Staff need to ensure their decisions consider the risks of doing something contrasted with the risks of doing nothing.
- Schools will continue to explore non-restrictive alternatives that maximise safety and minimise harm at the point of risk behaviour.
- At the heart of all decisions is our desire to maintain the Care, Welfare, Safety and Security of everyone, staff as well as students.

#### Appendix 1: Examples of Sanctions

1. Tag to Tutor - School Day
2. Tag to YGL – School Day
3. Tag to SLT – School Day
4. Extended Day : 10am – 4.00pm ( Tagged )
5. Extended Day : 11am – 5.00pm ( Tagged )
6. Tag between 8.00am – 9.00am. Normal Lessons. Tag between 3.05pm until 5.00pm
7. Extended Day : 8.am – 5.00pm ( Tagged )
8. Fixed Term Exclusion

Created: 7/7/2020

Review 7/9/2020