

Tanfield School: Behaviour Policy Addendum COVID -19

This addendum applies until further notice but is subject to change.

This policy sets out changes and exceptions to our normal behaviour policy. Students, parents and staff should continue to follow our normal behaviour policy with respect to anything not covered in this addendum. Whilst expectations in our Behaviour Policy remain pertinent, it is necessary, in light of the Covid-19 pandemic, to make some adjustments for the health & safety of all students and staff. It is to be used in conjunction with, and read alongside, the Behaviour Policy, Safeguarding Policy and Health and Safety Policy.

The School may need to amend or add to this addendum as circumstances or official guidance changes. We will communicate any changes to staff, parents and students.

New rules; When students are in school, we expect students and staff to follow all of the rules set out below to keep themselves and the rest of the school community safe. These rules are non-negotiable:

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 should contact their child's year manager if they think their child might not be able to comply with some or all of the rules.

Additional new rules

Social Distancing: Where possible students are required to keep a safe social distance of 2 metres. This is especially important if walking to school with children from other year group 'bubbles'. Students will also be expected to keep a safe social distance during social time in school.

Bubbles: To keep us safe each year group will remain in a year group 'bubble.' Students need to remain with their year group throughout the day.

Hygiene: Students should wash/sanitise their hands before leaving the house and arriving at school. Where possible students will be encouraged to bring their own hand sanitiser to school and will be asked to wash their hands thoroughly at various points throughout the day.

Sneezing; If students need to sneeze they must use a tissue and 'catch it, bin it, kill It' followed by washing/sanitising their hands.

Coughing: If students need to cough, they should always cough in the direction away from others. They must shield the cough by coughing into their elbow/sleeve and not into their hands as this will spread the virus when touching other surfaces. **Any malicious, deliberate acts of transmission such as coughing, spitting, touching or invading the personal space of others, is an extremely serious offence and will be dealt with accordingly.**

Face Masks: Based on recent government guidance and scientific research, we will be asking students to wear a face mask when in the building and where social distancing is not possible.

Equipment: Students must not share equipment. Therefore, they need to be organised and plan the night before what they need for school (e.g. pens, pencils, hand sanitiser). Borrowing equipment from others will only spread the virus. Students can leave equipment in their classroom overnight so it does not need to be taken home.

Buses: Students travelling to school by bus must remember their bus pass and facemask. Students must follow instructions from the driver immediately without any fuss. Students must sit exactly where they are told to. Students must wear their facemask at all times on the bus and remember the health and safety of others. Anyone unable to follow these instructions will receive a bus ban.

Entry and Exit to School: Students need to enter the building and go straight to their assigned zone. Each year group has their own entrance;

Year 7 - Student Gate (between the Gym and Caretakers House) and assemble in lower quad.

Year 8 - Good Street entrance and assemble behind the main hall.

Year 9 - Student Gate (between the Gym and Caretakers House) and assemble outside of the gym.

Year 10 - Main Gate (bus park/Main reception) and assemble in the yard outside of science.

Year 11 - Main Gate (bus park/Main reception) and assemble in the yard..

Before school, students must then line up in silence in advisory groups and will be met by staff and escorted into the building. At the end of the day students will be escorted to the exit points by staff.

If a student arrives by bus they must make their way to their zone on arrival. Year 7 & 8 students can use the path that runs behind the science block.

Silence in the classroom & corridors: Students must move around the building in silence so they do not disrupt lessons that are taking place. Silence means staff can communicate with students quickly and give important messages. Raised or projected voices can spread the virus. If it is too noisy it means people have to break their social distance to listen to others.

Lessons/Classrooms: Students will remain in the same zone and classroom for the vast majority of their lessons and staff will travel to them. Students must remain in the seating plan for all lessons - this is non-negotiable. In some cases students might need to travel to specialist classrooms such as ICT or PE. When moving to these lessons students must move in silence and keep a social distance. Students must follow the one way system unless directed not to.

Uniform: the government is encouraging schools to apply their uniform policy from September 2020. Therefore, all students must wear their uniform to school and follow normal school rules on uniform as set out in our behaviour policy. If students cannot wear their full uniform, parents should contact their child's year manager immediately. Students will also be expected to also bring their full PE kit to school on those days when they have PE.

Food & Drink: Food will not be served at break time. Students can bring a snack from home if they wish. Students will also be encouraged to bring a packed lunch from home to avoid crowding in the dining hall. Students will eat their lunch in designated areas and must clear away once they are finished. There will be the opportunity to pre-order food which will be delivered to year group zones. There will be some hot food served, but this will be limited. Those students who are entitled to a free school meal will still receive this.

Prohibited Items. Items that are not allowed in school will still be confiscated by staff. Students will be required to place any items in an envelope provided by the teacher. Parents will then be contacted regarding collection or disposal of the item.

Illness: expectations for attendance – the [latest government guidance](#) says attendance will be mandatory from September 2020 and we will be applying our normal expectations for attendance and our attendance policy. If a student feels unwell; has a high temperature, a new continuous dry cough or no sense or smell, they should not come to school if they are **genuinely** unwell. They should not come to school if someone in their house is self-isolating. If a student feels unwell at school with any of the above symptoms they must tell an adult straight away. Students who are unwell, will be placed in a quarantine area until they are collected and where possible will be given a self testing kit. It is vital the school has you most recent contact details and updated emergency contact details.

Toilets: Students will use toilets in their zoned area.

Year 7 & 8 South Block toilets

Year 9 & 11 North Block toilets

Year 10 Accessible toilets outside of the old reception.

Additional guidance will be issued to students as a “what to do” and a table outlining times and zones. These will also be made available to parents and carers.