

May 2021



BEHAVIOUR POLICY Coronavirus Addendum

**HORIZONS EDUCATION TRUST
AMERICAN LANE, HUNTINGDON, CAMBRIDGESHIRE. PE29 1TQ**

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1. Scope

This addendum applies until further notice.

It sets out changes and exceptions to our Behaviour Policy. Pupils, parents and staff should continue to follow our normal Behaviour Policy with respect to anything not covered in this addendum.

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.

2. Expectations for pupils in school

2.1 New expectations

When pupils are in school, we expect them to follow all of the guidelines set out below to keep themselves and the rest of the school community safe.

Staff will be familiar with school operating procedures and make sure they are followed consistently.

Parents should also read this Policy addendum to be able to talk about the new procedures and protective measures that have been put in place. Parents should contact the Assistant Head if they think their child might not be able to comply with some or all of the school procedures so we can consider alternative arrangements or reasonable adjustments for them and support them to re-integrate back into school life.

The teacher will consider new or updated instructions on:

- Altered routines for arriving or leaving the school (see the sub-section on 'measures for arriving at and leaving school' in the government guidance linked to above)
- Hygiene, such as handwashing and sanitising
- Who pupils can socialise with at school, including at lunch and break times
- Moving around the school (e.g. one-way systems, out of bounds areas, queuing)
- Sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching their mouth, nose and eyes with hands
- Telling an adult if they are experiencing symptoms of coronavirus
- Sharing any school equipment or frequently used items such as pencils or pens (see updated official guidance on this in the link above, or in our [summary article](#))
- Breaks or play times, including where children may or may not play
- Use of toilets
- Not to cough or spit at or towards any other person

2.2 Rewards and sanctions for following expectations

The school will follow existing systems.

2.3 Changed expectations

Until further notice, we will alter the following school rules:

Add or update details of any changes to your normal rules, such as:

- Expectations for attendance – the [latest government guidance](#) says attendance will be mandatory from September. We will be reverting back to your normal expectations for attendance following our Attendance Policy.
- Our expectations are that pupils will return to wearing full school uniform.

3. Expectations for pupils at home

3.1 Remote learning expectation

The school will be providing a remote learning offer for pupils authorised to remain at home by Head of School.

4. Monitoring arrangements

We will review this policy as part of the weekly reviews for the first half term.

5. Links with other policies

This policy links to the following policies and procedures:

- Safeguarding and Child protection policy and Covid – 19 addendum
- Behaviour policy
- Health and safety policy, Risk assessment and school operating procedures

Behaviour Recording Form

After each occurrence of a behaviour incident, please record information in the corresponding sections below. You may find you are unable to provide all the details but please give as much detail as you can.

Date:..... **Time**

Location **Pupil's name** **Class**.....

Staff involved

What happened just before the challenging behaviour? (antecedents)

E.g. Who was there? What was the pupil doing? What were other pupils and staff doing? Had anyone said anything?

Describe the challenging behaviour (behaviours)

E.g. How did it start? What exactly did the pupil do? How long did it last for? What did it look like? Who was involved?

What happened after the challenging behaviour? (consequences)

E.g. How did the pupil and others (pupils and staff) respond? What caused the pupil to stop?

Was a physical intervention necessary? Y / N

If Yes, which TEAM TEACH hold? By whom? Has this been recorded in the bound and numbered book?

Do you think this incident/behaviours is linked to COVID-19? Y/N

Give reasons:

Continue overleaf if necessary...

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Committee: Teaching, Learning & Welfare

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