



Our mission - 'To create and sustain an inclusive and outstanding learning community for all, rooted in the teachings of Jesus Christ, in which all will aspire to excellence in learning, teaching and care for one another, so all will achieve and grow as unique individuals made in the image of God'.

Our Core Values;

Faith, Aspiration & Unity

Behaviour Policy
(Coronavirus Addendum)

Date of review completion	August 2020	Named Responsibility	Assistant Headteacher
Inception of new Policy	August 2020	Named Responsibility	School Governors
Date of Policy Adoption by Governing Body	August 2020	Review Date	Ongoing

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1. Scope

This addendum applies until further notice.

It sets out changes and exceptions to our normal 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 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 should also read the rules and ensure that their children follow the new procedures that have been put in place. Parents should contact Miss Montgomery Assistant Head Teacher if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them to integrate back into school life.

Behaviour before and around school

Students should respect the new start times. Whilst walking to school you should respect social distancing and conduct yourself in a respectful manner at all times.

➤ Time keeping

➤ Lining up at the school gate

1 m plus at all times is required. No poor behaviour on bikes will be acceptable.

➤ Distancing and respecting others space – everyone in the school must follow the guidance on moving around the building. Ensure you remain vigilant and conscious of others around you whilst out and about.

➤ Respecting others decision to wear PPE. Not all students will choose to wear facemasks/visors/gloves. No student should taunt another student for wearing any of the above. Students choosing to wear PPE should also respect the decision of those choosing not to wear PPE.

➤ Movement in the school building – A one-way system is in operation on school site. This is clearly signposted throughout the site.

➤ Hygiene

All pupils will wash / sanitise their hands ... - when entering the school building at the start of the day

- prior to lunch
- prior to lesson 4
- having been to the toilet

Pupils can socialise with their year group bubble only. Any student found with another year group will be issued with sanctions.

All pupils will be reminded by their teaching staff about the importance of the 'catch it, bin it, kill it' message. Posters will be displayed in classrooms and around school. Pupils will also be informed about the importance of avoiding touching their mouth, nose and eyes with hands

- Students must tell their teacher or a member of first aid if they are experiencing symptoms of coronavirus
- Pupils are to bring to school their own personal classroom stationary. This must not be shared with anyone else. In the event, that there is any shared equipment used in the classroom then this equipment must be wiped down with antibacterial wipes and left to stand for 48 to 72 hours. (see updated official guidance on this in the link above, or in our [summary article](#))
- Use of toilets – during lessons students will use the toilet closest to their classroom. No congregating in toilets will be permitted at any time
- Not to cough or spit at or towards any other person

Mobile Phones

In addition to our regular rule for mobile phones "mobile phones should be switched off and at the bottom of your bag as soon as you arrive at the school gate and must remain there until the student leaves the school gate at the end of the day. Given mobile phones pose a risk of transmitting the spread of the virus we will now confiscate any phone seen in the school. They will be confiscated for 72 hours and 2 hour detention will still be issued.

2.2 Rewards and sanctions for following rules

To help encourage pupils to follow the above rules, we will:

Continue to give praise, acknowledge give recognition to students by adding achievement points

Pupils failing to follow new / existing school rules we will:

Take measured responses to individual cases.

Classroom management will follow our usual strike system issued in our behaviour policy with one addition

If a student is removed under the new timetable from a lesson (4th strike). They will be spoken to by a member of the pastoral team/SLT and placed back into the lesson. 2 hour detention will be issued. If the student chooses to ignore the advice given they are at risk of being excluded from school. Parents are expected to pick up their child as a matter of urgency.

Failure to attend 2 hour detentions

Failing to attend a scheduled 2 hour detention will result in the 2 hour being rescheduled on the next available day. If this detention is missed again the student will be excluded from school due to persistent defiance of school rules. A reintegration meeting will take place on the day of the exclusion at 2pm. During this meeting the failed detention will be completed at 2.15pm to 4.15pm on this day. Completion of the detention will mean the pupil will go straight back into lessons the following day. If parents/student disagree this will result in a failed reintegration meeting and the student will be excluded again. The same process will be repeated on the following day until the child attends the 2 hour detention.

Verbal warnings and detentions will be set for students breaking any covid health and safety guidelines. Serious breaches in health and safety measures will result in fixed term exclusions in the first instance.

Students persistently ignoring basic health and safety rules are at risk of fixed term exclusions.

- Expectations for attendance – the [latest government guidance](#) says attendance will be mandatory from September. Please keep school updated via the school attendance officer if your child will not be attending school for any reason. Educational Welfare officer will be chasing non attending students.
- Expectations for uniform – Full school uniform is expected unless stated to parents anything different.
- Expectations for pupils at home – Please keep uniforms and equipment as clean as possible.

3.1 Remote learning rules

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

Parents should also read the rules and ensure their children follow them.

- If pupils are not in school, we expect them to follow all of the rules set out below.
- Parents should also read the rules and ensure their children follow them. Parents should contact admin@holyltrinity.academy if they think their child might not be able to comply with some or all of the rules, so we can consider alternative arrangements with them and support them with their learning.

Pupils should:

- Use Show My Homework to access the work set by teachers;
- Make contact with school at the earliest opportunity if there are problems with access/passwords etc;
- Complete the work to the deadline;
- Seek help if they need it via the message facility on SMHWK;
- Use proper online conduct, such as using appropriate language in messages

3.2 Dealing with problems

If there are any problems with pupils adhering to rules around remote learning, including if they don't engage with the remote learning set for them, we will:

- Contact students via SMHWK to offer support;
- Contact parents and work with them to address any issues with access or engagement

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 A Montgomery – Assistant Head Teacher. At every review, it will be approved by the full governing board.

5. Links with other policies

This policy links to the following policies and procedures:

- Behaviour policy
- Health and safety policy