

## **Behaviour Policy - COVID-19 Addendum**

All children should continue to adhere to the principles outlined in the school rules at the beginning of this document. Whilst we will endeavour to continue known routines at St Edmund's during the COVID-19 pandemic, it is necessary for children to behave differently when returning to school and there are a number of new systems. These are detailed below but as children return to school and new guidance is issued, new systems/procedures may be added or amended. All members of staff know these procedures and parents/carers are expected to understand and discuss them with their children to ensure that they have good knowledge of them before returning to St Edmund's.

***Parents must confirm that they have read, understood and agreed to this policy before their child can return to school by visiting – Thank you.***

### **Drop off and Collection**

- During the phased re-opening of St Edmund's, staggered entry to year groups will be in place. Multiple entrances/exits to the school building will be used to drop off and collect children from school at different times – signage will be in place to help.
- Parents/carers and their children will be asked to queue behind 2 metre distance markers on the ground in St Edmund's Lane and are expected to abide by social distancing guidance. More information is available by visiting:  
<https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing>
- Parents/carers will not be permitted to enter the school premises unless an appointment has been pre-arranged. Please arrange this by contacting the school office by telephone or email – [office@st-edmunds.richmond.sch.uk](mailto:office@st-edmunds.richmond.sch.uk)
- Parents/carers must not block entrance gates/doors or gather on site to talk to other parents. This is to reduce the number of people on the school site in the interest of infection control.
- Only one parent/care should drop off their child.
- If a child is late for their start time at school, parents/carers must rearrange a new drop off time with the school office directly. This is only if lateness is informed in advance.
- Any child that displays signs of distress or upset may be asked to go home with their parents/carers and come back the following day.
- Parents/carers MUST have their mobile phones turned on and available for any emergency calls throughout the duration of the time their child is in school.
- If you wish for your child to return to school, St Edmund's require 3 working days notice to facilitate this. If you have not arranged for your child to attend school or provided notice,

we will ask that you return home with your child and attend on an arranged date. You must have also visited <https://www.st-edmunds.richmond.sch.uk/form/?pid=264&form=25> to confirm that you have read and accept these procedures.

### The School Day

- St Edmund's will allocate children into bubbles/groups. Unfortunately we will not accept any requests for friendship groups.
- Possible contact between different groups of children, and between adults will be reduced whilst onsite at St Edmund's. Children will be educated in small groups/bubbles of no larger than 15 and will have the same key adult/s with them during each session.
- Groups will be educated in one room which is likely to be different to their normal classroom. They will remain in that room for the duration of the day and will not mix with different groups of children.
- Children can wear their own clothes - they should wear comfortable, loose, weather appropriate clothing. This is to aid regular washing of clothes in line with government guidance. They do not need to bring in PE kits or wear school uniform.
- Children should **only** bring lunch or a snack into school and all contents should be disposable, including the bag. No rucksacks/book bags will be permitted and there will be no access to storage eg. lockers and pegs.
- No mobile phones will be permitted.
- All classrooms will be organised with tables in rows. Children are expected to remain seated to respect social distancing guidance until they have permission to move by their lead adult. Staff will either call them to the front of the class or visit them at their desk to assist with work and no learning will take place with children sat on the carpet. There will be a focus on independent learning.
- Classrooms will have all unnecessary furniture and equipment removed including any soft furnishings.
- If one member of the bubble (child or adult) experiences symptoms of COVID-19, they should immediately be tested. If the result is positive, all members of the 'bubble' will be required to self-isolate for 14 days and will not be permitted to attend St Edmund's School until the isolation period is over. If the result is negative, all members can return. See guidance: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- Whilst in school, it is expected that children follow a one way system with their key adult at all times. Transitions within corridors will be kept to a minimum.

- Play times and breaks will be staggered to minimise the risk of bubbles mixing.
- As groups are not permitted to mix, assemblies, sports day and end of year events will not take place until further notice.
- Class teachers will offer verbal feedback rather than formal marking.
- There will be no homework given out and children will not receive school reading books. They will continue to be able to access online resources such as Education City.

### **Hygiene**

- At all times, children and their families should follow the guidance on self-isolation if they or anyone in their household shows coronavirus symptoms. Children should not attend school if they are showing symptoms, or if you or any of your household are self-isolating. This is consistent with advice from the Chief Medical Officer. More information is available here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- If a child informs an adult that they are experiencing symptoms of COVID-19, they will be isolated within the school and parent/carers informed immediately to collect them. Please refer to the guidance document above for further information about when they can return to school.
- A child displaying symptoms will be isolated in the Deputy Head's office at the front of the school. Staff will wear a face mask/gloves and observe the child's experience of the symptoms through a window until they are collected by their parents/carers.
- Children or staff who are sent home due to symptoms of COVID-19 should be tested and the government guidance followed (as above). If a test is positive, all members of the bubble must isolate for 14 days in accordance with the guidance. If the test is negative, the child and bubble group may return to school.
- If a family member has the virus, the child will need to isolate following the government guidance. If the child begins to display symptoms, they should be tested. The group the child is attending will also be informed and they may also require testing. The school will follow all government guidance.
- Posters will be displayed around the school to promote personal hygiene. These include, but are not limited to: handwashing, sneezing and coughing.
- Children must wash their hands immediately on arrival, and then go straight to their classroom.
- In case of a toileting accident or fall, children will be encouraged to change themselves and clean their scrape or cut. If this is not possible, parents/carers will be called to collect them to do that at home.

- Staff will explicitly teach and supervise health and hygiene arrangements such as handwashing, tissue disposal and toilet flushing using the 'catch it, bin it, kill it' approach. Children will also be taught respiratory hygiene.
- Children in EYFS will need to wash their hands particularly after using wheeled bikes, trikes and other large, movable toys. They will be encouraged where possible not to touch their faces or to put objects in their mouths.
- All frequently touched surfaces, equipment, door handles and toilets used during the day will be cleaned thoroughly each day.
- In line with the St Edmund's Behaviour Policy, physicality towards others will not be tolerated and parents will be informed immediately.
- Toilet visits will be limited and follow arranged times to minimise the risk of large groups of children from different bubbles in one place.
- Classrooms will be equipped with soap, warm water, hand sanitiser, tissues and lidded bins for disposal of tissues and other waste. These supplies will be topped up regularly.
- Children will not be able to share resources and equipment with other children and are expected to bring their own water bottle and tissues to school.
- Classrooms will be well ventilated with windows and doors to the outside open as much as possible.
- Children will be provided with a zip bag containing stationery. These should not be shared.
- iPads and laptops will be cleaned after each use by the supervising adult.
- In order to maintain social distance, groups/bubbles will eat in their allocated space within school. In order to adhere to hygiene standards, all tables/desks will be wiped down using antibacterial cleaning materials.

### **Remote Learning**

- Children who are not attending school will still have access to resources provided for home learning. These will be available from Monday 8<sup>th</sup> June on the St Edmund's website.

Class Teachers will respond to emails sent to the year group addresses during allotted times during the week. Please check these timings on the year group pages on the St Edmund's website as they have changed now that school is open for more children.