



Behaviour Policy Coronavirus (Covid-19) Addendum

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Member of Staff Reviewing Policy: Assistant Principal, SEN, Wellbeing, SaLT

Approved by Governing Body: 1st July 2020

Lighthouse School Behaviour Policy Covid-19 Addendum

1. Introduction

This addendum applies until further notice.

Unless covered in this addendum, the school's existing Positive Behaviour Management policy continues to apply.

School may need to amend or add to this addendum as COVID 19 circumstances or official guidance changes. We will communicate any changes to staff, parents and students.

The addendum should be read alongside the school's Positive Behaviour Management policy and the Covid-19 Risk Assessment for the school site.

The Governing Body and Executive Leadership Team (ELT) have approved the alterations made to the onsite working protocols.

2. Expectations for students in school

Allocated Learning 'Bubbles'

Our onsite provision will be conducted following the national government guidance and any other additional safeguards and protocols that school has identified to meet the needs of the students and staff. Students and staff will be allocated to 'Bubbles' and they will operate as isolated teaching areas throughout onsite provision to support social distancing measures.

To support social distancing measures (2 metre rule) and keep our students safe, the school has been separated into student bubbles. Each bubble consists of an assigned number of students and staff at any time. The individual bubbles have their own allocated learning environments and a Health and Safety leading staff member (as listed in the Covid-19 Risk Assessment).

To ensure that the bubbles do not mix, each bubble has its own separate entrance, dining area, break time and separate outside areas.

As a school we will ensure:

- All staff follow the Covid-19 Risk assessment control measures.
- Staff will be familiar with the student rules and make sure they are followed consistently.
- All staff will receive a staff school agreement.
- All families and students will receive a home school agreement

- All staff will follow the control measures listed within the Covid-19 Risk Assessment and adhere to the onsite working protocols.
- All staff and students will follow a strict routine in hand washing and sanitising as well as adhering to the 'use it, wipe it' rule.
- Staff will continue to use the assigned maximum capacity for each bubble and each learning environment.
- All students attending onsite will have an individualised review of their needs, this will include an Individual Risk Assessment, Individualised timetable and allocated group (Bubble).

2.1 Changed rules/requirements

Whilst this addendum applies, the following school alternative rules will apply:

Attendance

- All staff and students to follow the guidance listed on the school website in the Coronavirus section around Covid-19 symptoms and illness.
- All staff and students will adhere to the specific isolation periods as defined in the government guidance.
- All students will continue to register daily using the assigned school system, onsite registration or electronic registration form.
- Only allocated students will attend onsite provision, this will be assessed on an individual basis and will be overseen by the onsite ELT lead.
- Risk assessment will be conducted to oversee students learning needs in relation to their Education Health and Care Plan.

For any students experiencing challenges working remotely, reasonable adjustments will be made. Reasonable adjustments will be made to calculate attendance figures and clear rationale will be given to students that have altered attendance at this time. This will be related to the DFE guidance.

Uniform

- To support infection control across school all staff and students are required to wear fresh clean clothes each day onsite.
- Adaptations have been made to the student uniform policy allowing non-uniform and appropriate clean and comfortable clothing that can be machine washed.
- Alterations to the staff attire guidelines have been made to allow more flexibility in working attire that is clean and comfortable that can be machine washed.

- Staff may be required to bring a clean spare set of clothes to support infection control.
- Staff may if required, wear Personal Protective Equipment (PPE) including, Gloves, Face Mask, Apron and Visor for designated tasks.

Visitors

Onsite provision will operate a strict no visitors rule to the school building. Any essential visits required will need to be risk assessed dynamically by the onsite lead and key staff and have approval from ELT.

2.2 New rules

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

Parents should also read home school agreement and support their children follow the new procedures that have been put in place. Parents should contact their child's key worker if they think their child might not be able to comply with some or all the rules, so school can consider alternative arrangements with them.

Students are asked to follow the following rules:

I will do my best to:

- Follow the Bubble rules that keep me safe.
- Wash my hands as soon as I go into school.
- Tell an adult if I feel unwell;
- Treat everyone in school with respect (everyone will be treated as an individual and asked to follow the same rules).
- Not bring things into school from home (unless agreed with school in advance), or take things home from school.
- Only use the equipment and resources in my own pack.
- Not mix with any other children in the school, other than from my bubble.
- Only enter and exit the school building from the designated gate/door.
- Follow the catch it - bin it - kill it rules; coughing and sneezing into elbow or disposable tissue.
- Regularly wash my hands using soap and water for 20 seconds.
- Always follow the rules to maintain the safety of myself and others.

2.3 Rewards and consequences for following rules

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

- Continue to use our positive rewards system.
- Continuing to use the Attitude to Learning scale and the individualised goals for students.
- Continue to use positive communication with our students.
- Follow all the individualised behaviour and wellbeing interventions for students, making adaptations where required.
- Provide ongoing positive praise for following Bubble Rules.
- Staff will communicate with students the expectations of Coronavirus control measures; students will be supported to understand the importance of following the rules and the possible impact on others. (Use of Covid-19 social stories, Individual mentoring, individualised student specific expectations).
- Encourage and explore student voice to help design onsite procedures.

However, if students do not follow these rules, we will:

- Have calm spaces assigned within each bubble to support appropriate de-escalation if required.
- Follow our school behaviour policy for dealing with inappropriate behaviour.
- Provide individualised support to enable the student to follow the rules
- Make adaptations to timetables and learning environments to ensure safe practice.

2.4 Positive Handling

All staff who work with students are trained to de-escalate a difficult situation; some staff are specifically trained in positive handling/physical intervention.

Staff who work with students at Lighthouse School are currently trained as part of the 'Team Teach Programme' to de-escalate and positively handle students who are showing negative/challenging behaviours.

In extreme circumstances or as part of a planned response this may result in a physical intervention. All such interventions are logged and reported to parents. (Existing Positive Behaviour policy)

Students who have been supported in this way previously will have their Individual Pupil Risk Assessment amended for Covid-19 secure working. Adaptations will be made to the positive handling to support social distancing and infection control.

If positive handling is required for the safety of a student, staff member or other people, staff may be required to wear PPE. School would also seek external advice to support the design of appropriate Positive Handling Plans (PHP) for any student

who may require positive handling; guidance and relevant training from the Leeds Health Safety Team would be taken by school.

All bubble zones in school will support the decreased use of positive handling having assigned calm areas and additional classroom areas to separate students if required and keep individuals safe.

3. Expectations for students at home

3.1 Remote learning rules

If students 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 must contact their child's Key Worker if they think their child might not be able to comply with some or all of the rules, so school and the family can consider alternative arrangements.

Whilst working remotely we ask students to:

- Follow staff direction that is sent via email to them or their parent/carer.
- Use the school designated online platforms appropriately, using Microsoft Teams for student remote working where required.
- Complete their work with the relevant adaptations that are specific to their needs.
- Ask for help if needed.
- Use appropriate school language when communicating with staff and other students.
- Follow online safety rules

For students that are unable to engage in remote learning successfully, appropriate reasonable adjustments will be made, in conjunction with families. This will be done through an individualised review for that child.

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:

- Have a consultation with parent/carer and key staff.
- If appropriate, arrange a team around the child meeting.
- Refer to the Lighthouse School Safeguarding Team

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 or on any change to the guidance by the ELT. At every review, any significant changes will be approved by the Full Governing Body.

5. Links with other policies and documentation

This policy links to the following policies and procedures:

- Covid-19 Risk Assessment
- Onsite Delivery Plan for students.
- Behaviour Policy
- Safeguarding and Child Protection Policy
- Health and Safety Policy
- SEN Policy
- Home/School Covid-19 agreement
- Staff/School Covid-19 agreement
- Bubble and individual student risk assessments