



Queen Elizabeth High School

Behaviour Policy: Coronavirus Annex

Date annex takes effect: 3 September 2020

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1. Scope

This annex 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 annex.

We may need to amend or add to this annex 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

While students are taking part in School activities, either on site or remotely, we expect them to be polite, courteous and appropriately responsive to staff. They should be well behaved in lessons and around school and follow all of the rules set out below to keep themselves and the rest of the school community safe. This includes adhering to our instructions around hygiene, social distancing, and transitioning between lessons.

When pupils are in school, we expect them to follow all of the rules set out below.

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 their child's pastoral leader 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.

We expect students to:

- Arrive at school and congregate at the designated muster points for their year group. Those arriving by bus are expected to enter the school site immediately on arrival.
- Sanitise their hands on entry to each lesson.
- Sanitise their hands when leaving a lesson for break or lunch.
- Enter and leave the building using the designated routes, and transition from one teaching area to another via the outside of the building (these routes will be explained in assemblies, registration time, displayed on signage and students will be issued a map for their planner).
- Use tissues, bins and sanitiser and follow the "catch it, bin it, kill it" guidance.
- Tell a member of staff if they are experiencing symptoms of coronavirus.

- Follow instructions on split breaks and lunches, and only going into designated areas (these areas will be explained in assemblies, registration time, displayed on signage around school and students will be issued a map for their planner).
- Bring a bag and pencil case containing their own equipment including a pen, pencil, ruler, and calculator. Students should not share frequently used equipment such as pens and pencils.
- Remain in their year group bubbles during the school day and while travelling to and from school (including sitting in year group sections on school transport).
- Not cough or spit at or towards any other person.

2.2 Rewards and sanctions for following rules

To help encourage pupils to follow the above rules, we will use verbal praise, contact home and half termly rewards.

Students will be made aware of the rules, expectations and consequence that we have needed to implement as a result of the current situation. We know that students will need reminders to follow the new routines, both in lessons and around school. However, any student who is intentionally not following the guidance, and who puts the safety of others at risk, will be dealt with very firmly, with sanctions applied up to and including exclusion.

2.3 Changed rules

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

In school, teachers will use the staged behaviour management process. They will use stages one and two to give warnings and a chance for students to make the right choices. In the unlikely of a student moving beyond stage two, a stage three and subsequently a stage four will be issued.

A stage three will result in the student being issued with 30-minute leadership detention at 3:30pm the following day. Where a stage four is issued the student will be removed to work in isolation until the sessions ends or when it is deemed appropriate for them to return to their timetabled sessions. Students will be issued with an hour leadership detention at 3:30pm the following day.

Failure to attend a 30-minute detention will result in students being issued with an hour leadership detention at 3:30pm the following day. One-hour detentions will be set as above. Failure to attend a one hour leadership detention will result in students working in isolation the following day.

Students will report to the Main Hall for all leadership detentions.

3. Remote learning expectations

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 should contact their child's pastoral leader 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.

Students will be expected to:

- Access work provided on the virtual learning environment (i.e. Moodle).
- Complete work to the deadline set by teachers.

- Seek help if they need it, by emailing their teacher or learning support assistant using only their school email address.
- Alert teachers if they are not able to complete work by emailing their teacher using only their school email address.
- Use appropriate online conduct, such as using appropriate language in messages or online sessions.

3.2 Dealing with problems

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

- Subject teachers will contact the student and parent using only the student's school email address and parent's email address held on SIMS.
- Where necessary, subject teachers will call home to speak to parents.
- School will monitor completion of work and where necessary make arrangements to meet with parents to support students.

4. Monitoring arrangements

We will review this policy as guidance from the Department for Education is updated, and as a minimum, twice each half term. At every review, it will be approved by the school.

5. Links with other policies

This policy links to the following policies and procedures:

- [Child protection policy](#)
- [Behaviour policy](#)
- [Health and safety policy](#)
- [Attendance Policy](#)