



The Hayesbrook School

A Brook Learning Trust Academy

School Behaviour Policy (COVID-19)

The Hayesbrook School is committed to ensuring that school continues to be a safe and purposeful environment where staff can teach and students learn. To acknowledge the change in circumstances the Covid-19 situation has presented, we have reviewed our behaviour policy to include specific detail about our expectations surrounding the measures we have in place to keep the Academy community safe and in school.

This document is an addendum to the published Behaviour Policy in light of restrictions and guidance issued in order to open schools safely from 1 September. All aspects of our Behaviour Policy and usual expectations remain in place.

Teachers must be able to teach and students should be enabled to learn free from distraction and unwanted behaviours and feel safe in the academy.

Illness/symptoms of COVID-19:

1. Students who are unwell with one or more of the following symptoms - cough, high temperature/fever, loss of taste/smell - must not come into school and should be at home following guidance on self-isolation and testing.

For more guidance please visit: www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection. The symptoms listed will be under review as more is learned about the virus.

We expect all pupils to observe rules around self-isolation at home including the duration of isolation if they or a household member has symptoms. We will have more vulnerable staff and students in school and have to be able to trust families and students to follow the rules, even when it is challenging.

In the event that a pupil is present at school with symptoms or has not observed the appropriate length of self-isolation (after the onset of symptoms in themselves or household members) then they will be placed in a medical isolation room on their own at school and their parents/carers will be called for the student to be collected. A flow chart detailing our processes is attached as an appendix.

Distancing and hygiene:

2. Social distancing: Students must maintain physical distancing between themselves, peers and adults when on site where possible and appropriate. Students must not touch or share each equipment, whilst in the classroom students will remain in their designated seat and not move around the classroom unless permitted.
3. Where possible students wash their hands and/or use sanitiser at regular intervals as a routine and if instructed by staff. This will be at the discretion of school staff. Students need to avoid touching surfaces unnecessarily and follow all enhanced hygiene procedures.

4. Students are expected to wear face coverings on public transport to school. Currently we are not requiring students or staff to wear face coverings whilst in and around the Academy but this will be reviewed regularly and if introduced must be adhered to unless officially exempt on medical grounds.

Groupings and movement

5. Students must remain in their allocated hub base for lessons. This means students will remain in the same teaching area for all of their lessons. This is so that teaching rooms are not mixed across year groups. Students must not enter any area that is not designated to their hub.

6. During break and lunch times students must remain in their allocated break space. If students wish to purchase food from the canteen this can be done though it must be taken immediately to their break space.

7. Students must enter and exit from their hub space using the designated routes, which will be explained to them. For lesson changeover they will wait to be collected by the class teacher in a designated space on the playground. At the end of the school day students will exit the school as directed by staff and not remain on site unless directed.

8. Students must not leave their classroom without permission. If a student needs the toilet they should speak to their teacher who will let them go at an appropriate moment to their designated toilet.

9. Students are expected to behave in a safe way on the way to and from school, observing national guidance on physical distancing, hygiene and use of face coverings.

10. Students should not arrive before the stated time. We expect all students to be on time to school and to all of their lessons so they do not mix with other groups arriving at school.

11. Pupils must not mix with other year groups, either in their hub areas or free time areas.

Intolerable COVID-19 behaviours

There are behaviours that will absolutely not be tolerated, including:

- Deliberate coughing, spitting or deliberate sneezing in the direction of other students or in general, for any reason. This will be treated with the utmost seriousness because it creates alarm and is potentially dangerous for classmates and their families. What we are preventing here is incidents when individuals seek to worry or upset others by doing the above or incidents where pupils seek to make light of this, mock safety measures or use the above in a supposedly humorous way.
- Other deliberate and or malicious acts related to transmitting infection, such as spitting or spraying liquid.
- Any actions that endanger others or involve deliberate prolonged physical contact with other students or adults.
- Ignoring instructions to maintain physical/social distancing in school or on the way to and from

school. Most instances of a student not following physical distancing will be because they have forgotten, just as we do as adults. However continued instances after explicit reminders or deliberate disregard of this rule are not acceptable and show a lack of care.

- Ignoring instructions to follow routes and rules for movement around school. This includes truancy and unexplained lateness where we cannot guarantee there has been no cross-infection or breach of health and safety routines.
- Repeated disruption of their own and other students' learning or social time, including attempting to mix groups after being instructed not to.
- Misuse of Personal Protective Equipment (PPE) including sanitiser and paper towels.

Conduct outside of school in relation to COVID-19:

At the Hayesbrook School we have high expectations of students both within and outside of the Academy. Consequently, we will take the necessary steps to deal with unacceptable behaviour in the community. During the Coronavirus pandemic these expectations have become even more important because the consequences can be more serious.

Any student coming into school should be following the latest government guidance, this includes in the activities they do outside of school and who they do them with. For example we expect students to be physically distancing outside of school and that the size of groups they gather in must be no larger than what is outlined in the latest guidance, which can be found here:

www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing-after-4-july

Ratified by Academy Council: October 2020

Review Date: Review will be ongoing in order that this addendum covers the most up to date guidance for schools as issued by the United Kingdom Government.



Students displaying COVID-19 Symptoms whilst on site

Email Assistance@hayesbrook.kent.sch.uk immediately. In the email state the initials of the student / location / COVID. The student must wait outside the classroom and a member of the admin team will collect them.

*Student should be supervised
*PPE must be worn if can't maintain 2 metre social distance
*Ventilate the medical room where possible

Reception call home for student to be collected immediately.

If the student needs to use the toilet they must use the one opposite DHs office.

Signs must be placed on the medical room and toilet doors to say 'NOT IN USE'

Site team instructed to clean medical room and toilet as soon as the student has left. Students within their class will take a break with their class teacher whilst the site team clean the desk and area the student has been located at.

What about staff and students in their class/bubble?
Students and staff within the class/bubble can remain in school unless they develop symptoms or the student has a positive result. Families of all students within the bubble will be sent a letter informing them that a student has symptoms and we'll keep them informed as needed.

The student should be tested for COVID-19 ASAP and the result informed to the academy. They must self-isolate for 10 days or until they get a negative result – members of their household must self-isolate for 14 days or until a negative result is confirmed - Reception will speak to parents about this upon collection.

Outcome from COVID-19 Test

Positive Result

Kent HTP (PHE) must be notified immediately of any positive result. Based on their advice, anyone who has been in close contact with the student will need to self-isolate for 14 days.

Negative Result

The student can return to the academy if they feel well and no longer have symptoms of COVID 19. Family members can end their period of self-isolation.