

**Taverham High School
Behaviour Policy Amendment in
response to COVID-19
(1 September 2020)**

**Phased Re-opening of Educational Settings
Home-School Agreement from September 2020**

The Department for Education has issued outline plans and guidance for all students to return to education from September 2020.

We want to reassure you that your child's and our staff's safety are of paramount importance.

It is important to note that our provision will not be a return to school as it was before the government lockdown, as there will be significant changes and challenges to routines and timetables to ensure we operate with COVID-19 safety guidelines in order to reduce the risk. We need to be confident that you understand these rules and that the students agree to follow them.

Additionally, if a child was a risk to the health and safety of others, e.g. spitting, biting, scratching or disruptive behaviour, they would not be able to attend if a support plan could not prevent this behaviour.

Provision will not be in your child's usual classroom.

It is important that we stress that social distancing measures and government guidance outside of school may differ from the measures that we have implemented in school. The school is working to and following the guidance from the Department of Education and has a stringent set of health and safety measures that school must meet as part of our Risk Assessment. The DFE guidance states: "Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their health and safety risk assessments and draw up plans for the autumn term that address the risks identified." The safety of our children and our staff is a priority and therefore we need you and your child's full cooperation in meeting the school's expectations and requirements.

In recognition of the changes to our normal provision, we are implementing an updated home-school agreement (below) which recognises the important and ongoing partnership between parents/carers, students and the school, and which sets out our actions and expectations to support the safety of students and staff.

We ask you to please read and sign the revised home-school agreement below ahead of the return of our students in September.

Yours sincerely

A handwritten signature in black ink that reads "C Dallas." The signature is written in a cursive style with a large, looped initial 'C'.

**Ms C Dallas
Headteacher**

Phased Re-opening of Educational Provision
Home-School Agreement
Amended: July 2020

Outline

The government guidance on 2 July acknowledges that “returning to school is vital for children’s education and for their wellbeing”. It also states: “In secondary schools, and certainly in the older age groups at key stage 4 and key stage 5, the groups are likely to need to be the size of a year group to enable schools to deliver the full range of curriculum subjects and students to receive specialist teaching.”

Taverham High School has created zones for each year group and every year group will have their own entrance, toilets, classrooms, ICT facilities, science room and outside space for breaks and lunch. Some spaces have had to be reconfigured in non-conventional spaces to provide the separation required.

GCSE and sixth form classes have been prioritized to be able to access specialist areas so that they can focus on their examinations. We hope to be able to offer further flexibility after October half-term.

Children will be in one classroom for most of their lessons and will, for most lessons, have an allocated seat.

We will endeavour to make the experience as positive as possible for children returning to school and recognise that children will be anxious; we will continue to offer support to our students.

School Provision and Organisation

- Students will be asked to wash their hands/use hand sanitiser immediately on arrival at the school and the school will operate hand hygiene regimes throughout the day. The school will provide the following: *hand sanitiser; tissues and bins; enhanced cleaning measures.*
- Students will have allocated zones. This will include a designated entry/exit point, hand washing point, toilet, food point, outdoor space, corridor route and for many lessons a specific classroom and desk.
- The area in which teachers deliver lessons to students will be 2-metres from all students.
- Students will not mix with other students from other year group ‘zones’ and will remain in their allocated zone.
- Siblings must remain in their allocated zone throughout the day.
- Students must bring all equipment for learning activities e.g. pens, pencils etc. Paper and books may be provided by the school on each child’s desk.
- Toilet breaks in lessons will be supervised. Social distancing will be maintained.
- Breaks for students will be in allocated zones with allocated routes.
- If a student were to risk the health and safety of others, e.g. spitting, biting, scratching or disruptive behaviour, or not adhering to safety rules, they would not be welcome to attend and would be immediately removed and sent home.
- The safety of our students and our staff is a priority.
- Should your child become unwell at school, we will contact you or one of your nominated contacts immediately to arrange their collection from school. If a child shows any of the signs of a potential COVID-19 infection, then they will be either refused entry or sent home immediately to prevent the spread of a potential infection to others. It is therefore important that you are able to pick your child up at any point throughout the day.

Parent/Carer Responsibilities

To ensure that your child is healthy and well to attend school with **no signs or symptoms of Covid 19** (Please do not send your child to school with any symptoms such as a high temperature, continuous cough, a loss or change to your sense of smell or taste

- Parents/carers should consider the journey to school and how they can ensure students follow the government guidance; we would recommend only same household members should travel together by car.
- If you intend to drive your child to school, students must be 'dropped off' outside the school gates. Entry on the school site will only be allowed if you have a permit. Permits can be accessed via your child's Head of Year. Permits are provided for students if they have a disability or a mobility issue.
- Parents/carers and students are advised that they should not walk together in large groups. It is preferable that only members of the same household should walk together.
- To ensure that face coverings are provided where using transport and plastic bag to keep them in during the school day.
- To ensure the safe arrival of your child at the allocated agreed start to the school day in order to maintain social distancing and safety for other parents/carers, children and staff, and to avoid all parents/carers and children arriving at the same time.
- To follow the clear plans in place at all sites which are displayed on site-specific entrances/exits.
- To use the designated school email address: office@taverhamhigh.org to contact the school with any queries as it will not be possible to communicate with you in person at the start, during, or at the end of the day. Parents/carers should only come into the setting for essential reasons, e.g. collecting an ill child or safeguarding. Only one parent will be allowed to visit the school under these circumstances.
- Extremely vulnerable parents/cares should follow government guidance when considering journeys to school.
- We/I will let the school know about any concerns or problems that might affect my child's work or behaviour during this time. The school will endeavour to respond to you as soon as possible.
- To support the school in ensuring that your child understands the expectations of the amended home-school agreement to minimise your child's anxiety and to keep all children and staff safe
- To share the responsibility for the behaviour of your child with staff and to support the school during this unprecedented time.
- To ensure that your child brings equipment to school, e.g. pens and pencils and only brings items that are essential. (Paper and books will be provided by the school.)
- To ensure your child has two full water bottles with them.
- To agree to support the school by ensuring that your child follows the school's rules and expectations during this phased reopening for the safety of all children and staff (in line with COVID-19 safety procedures adopted by the school in its behaviour policy).
- If your child becomes symptomatic or is unsafe to be in school, then you have a responsibility to collect them from the school site as soon as possible and follow household isolation requirements.
- Please ensure that you use the test that the school provides you with or arrange for testing to be carried out
- Please notify the school with the result as soon as it is known.
- If anyone develops symptoms in your household, please advise us as soon as possible so that your child can wait in a separate room and arrange for their collection as soon as possible and follow household isolation requirements.
- Please follow isolation requirements in your household if you are asked to isolate through test and trace services. If any member of your household has a COVID-19 test, please notify the school of the outcome as soon as it is known.

Student responsibilities

- I will not come into school if I or any member of my household has COVID-19 symptoms (no matter how mild) and will isolate if I am advised to through the NHS Test and Trace Service..
- I understand what the main symptoms of COVID-19 are and who to report to if they develop, no matter how mild.
- I will always listen carefully to and follow the instructions of staff at the school, especially the new requirement to follow hand and respiratory hygiene (catch it, bin it, kill it), social distancing inside, and outside school.
- I will avoid touching my eyes, nose and mouth and sanitise after if I need to do so, avoid raising my voice when I am at school.
- I will not pass any of my personal belongings to other people when I am in school and store my bag under my desk where possible.
- I will attend school as agreed with my parents/carers and teachers.
- I will always behave safely in school. I recognise that my actions have consequences for my safety, and the safety of those around me.
- I will travel safely to and from school to make sure that I do not put my parents/carers, other students, or any members of the public at risk. This means travelling only with people from my own household, following social distancing, wearing a face mask on public transport.
- I understand I cannot gather or wait in the school car park or in the community.
- I understand I should walk or cycle to school on my own, in my household group or keeping 2-metre distance with one other person. I will not meet in groups outside of school and only use public transport when absolutely necessary.
- I understand that face coverings must be worn on public transport.
- I understand that only one student at a time can use the bike racks.
- I understand that I can only use the allocated year group zone bike shed.
- I understand that face coverings worn on the journey to school will be removed when I arrive at the entrance to school and placed in a plastic bag that I have brought in. A clean face covering can then be put on and worn in school.
- I understand when removing and/or replacing a face covering I must use hand sanitiser which are located at every entrance and exit, in every classrooms and in every zone.
- I understand I will have an allocated zone which includes a designated entry point, hand hygiene point, corridor route, outside space and route and food collection point. I will follow social distance markings and follow the signs.
- I understand that in my classrooms there will be a seating plan and I must use this plan without argument.
- I will go directly to my allocated zone following the route given. I will form a queue at a 2-metre distance at an allocated door and at all times in the school corridors.
- I will register with staff confirming health of self and family.
- I understand that I may be working mainly in one classroom throughout the time I am in school and must remain in my allocated zone throughout the day.
- I understand that I cannot cross zones at any time unless accompanied by a member of staff.
- I understand I will not be able to have personal contact with a sibling or family member who is in a different zone whilst at school.
- I understand that I will be allocated a space at a desk which is my space to work in. I know that I must not touch or use other students' equipment or approach other students at their designated desks.
- I understand that there are collection and drop off points and that I must not directly pass items to another person.
- I understand I must bring my own pens, pencils etc. into school for lessons.
- I understand that I need to bring my own full water bottles to school. If I need to refresh my water bottle it will only be possible at break and lunchtimes in the allocated water area for my zone, filled by a member of staff.
- I understand that if I order food I can only collect it from the collection point in my zone.

- I understand that I will not share food or drink with any other students.
- I understand that I will need to wash my hands with soap and running water for 20 seconds and thoroughly dry them or use hand sanitiser on arrival, and when I leave the school premises.
- I will follow instructions for hand washing and how to use hand rub
- I understand that toilet breaks will be possible at break and lunchtimes. If necessary during lessons I will be supervised during travel to and from the toilet.
- I must wait in my classroom until a member of staff is available to escort me to the toilet.
- I understand I can only leave my classroom when requested and must only use my allocated corridor and zone.
- During this period of time 'time-out cards' cannot be used by students.
- I understand that there will be extra times when I will be expected to wash my hands; always after visiting the toilet and before and after eating, after sneezing or coughing, and at other intervals during the day, follow teacher instructions and I will wash them properly as per our hand-washing guidance.
- I understand that breaks and lunch time will be in my year group zone and I may not enter any other zones and I will follow social distancing arrangements during breaks.
- I understand that I will leave via the allocated exit points and not wait outside the school grounds.
- I understand that the school mobile phone/headphone policy remains and should not be seen or heard in school.
- I understand that I will attend school in full school uniform and acknowledge only Taverham High School hoodies (not leaver hoodies) are permitted as part of the uniform.
- I understand that on timetabled PE days I may come to school in my PE kit .