



HAMILTON SCHOOL

Initial approval:	September 2015
Review frequency:	Annually
Date(s) reviewed:	November 2015, June 2016, May 2017, May 2018, May 2019, May 2020

COVID 19 BEHAVIOUR POLICY ADDENDUM FOR HAMILTON SCHOOL

When pupils/students return to the school site they will be expected to adhere to all current government guidance with regard to social distancing practices outside school and to the following new and different rules whilst in school.

Students must:

- Avoid touching their mouth, nose and eyes with hands
- Bring their own supply of tissues and in the event of a sneeze or cough, use a tissue then dispose of it in the bin.
- Tell an adult if they are experiencing symptoms of coronavirus (a new and persistent cough and/or a high temperature and/or loss or change to their sense of smell or taste.
- Not share drinking bottles

Routines for arrival to school: The car park will be staffed; observe social distancing guidelines and wait until you are invited to enter the building. You will be met by your teacher and taken to your classroom.

Routines for departure from school: Students' departure times will be staggered and staff will be in the corridor to manage this. Wait until you are asked to enter the ground floor corridor and exit the building.

Instructions on handwashing and sanitising: Wash your hands on arrival, before and after eating and before departing. There are wash handbasins in both toilets and a portable wash handbasin in the hall or garden.

Instructions on who pupils can socialise with at school: Pupils can socialise with the other students on site during break and lunch time, provided they follow social distancing guidelines.

Instructions on movement around the school: The ground floor corridor (main building) is narrow; only one student at a time. At break and lunchtime students must stay in the hall at an appropriate distance from others or outside. Markings will denote proximity to others in the hall. When moving between lessons, do so outside and follow social distancing guidelines. The front office inside the front door is out of bounds to students. The front lobby next to the office is out of bounds unless you are entering or exiting the building.

Rules about sharing any equipment: Students may bring their own equipment which they keep in their possession. School will lend equipment to students which will be cleaned at the end of each lesson. No sharing of drink bottles, food or PPE.

Expectations about breaks or play times, including where children may or may not play: Students may spend break and lunchtime outside or in the hall and are expected to follow social distancing guidelines.

Instructions for the use of toilets: Students may enter the toilet block one at a time. Wait outside until the toilet block is vacant. Students may be allocated a specific toilet to use.

Consequences and Rewards

Incidents outside school

In the event that it is known or suspected that any pupil/student is not following current guidance on social distancing whilst outside school, we will undertake a Risk Assessment in consultation with the parent/carer, and other agencies where appropriate, to ascertain whether it is safe for the pupil/student to be on site. Alternative options for learning may be considered following the school's informed risk assessment.

Incidents at school

We know and understand that some children will forget or find it difficult to follow the school's new Covid-19 rules. Our agreed responses to such incidents are outlined here:

Unintentional incidents

Pupil/student forgets a rule	The pupil/student will be reminded of the rule and why it is important.
Pupil/student who for any reason finds it difficult to comply with the rules	We will support, encourage and educate them to make appropriate choices and we will involve parent/carers and other agencies where appropriate. Their age, special educational needs and personal circumstances will be taken into account.
Pupil/student repeatedly forgets the rules	We will undertake a Risk Assessment in consultation with the parent/carer and other agencies where appropriate to ascertain whether it is safe for the pupil/student to be on site. Alternative options for learning may be considered following the school's informed risk assessment.

Deliberate incidents will be classified as Level 4 as per the Behaviour Policy

<ul style="list-style-type: none">• Willful defiance of the rules• Coughing or spitting at or towards any other person• Deliberate touching' of another person or their belongings• Wilfully putting the school community at risk	<p>The pupil/student may be sanctioned, which could include a formal exclusion in accordance with the school's behaviour policy.</p> <p>Where the behaviours arise as a result of a particular Special Educational Need or vulnerability we will undertake a Risk Assessment in consultation with the parent/carer and other agencies where appropriate to ascertain whether it is safe for the pupil/student to be on site. Alternative options for learning may be considered following the school's informed risk assessment.</p>
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In the application of sanctions for failing to comply with expectations, reasonable adjustments will be made for pupils/students with special educational needs and disabilities. At primary level, the child's age will also be taken into account. The outcome of each incident will be determined on a case by case basis and subject to the circumstances of the incident concerned in accordance with the school's behaviour policy, the school's informed risk assessments and government guidance. A decision to sanction will not be taken lightly.

Rules about conduct in relation to remote education remain unchanged.

Staff will continue to reward students in line with policy, including for following the new rules and regulations.

If any member of the school community is unsure about these new rules, or requires assistance in following them, they should contact the Headteacher in the first instance.

In the event of any exclusion we will follow our normal policy alongside the DfE guidance outlined here: [Changes to the school exclusion process during the coronavirus \(COVID-19\) outbreak](#)

All COVID-19 guidance and corresponding new school rules will remain 'under review' and any updates will be communicated.