

# La Retraite Roman Catholic Girls' School

## Behaviour for Learning Policy

### COVID-19 addendum

#### Table of Contents:

Section		Page
1	Aim	1
2	Remote Learning	2
2a	Merit marks	2
2b	Consequences	2
2c	The Role of Subject Leaders & Faculty Leaders	3
2d	The Role of Pastoral Support Managers and Year Learning Co-ordinators	3
3	Return to school	3
4	Expectation of staff	5
5	Students	5
6	Monitoring arrangements	5
7	Links to other policies	5

*Approved by the Full Board of Governors (01.06.20)*

#### 1. Aim

Our Mission as a Catholic school is to provide the highest possible standards of education for all our students, recognising the value and uniqueness of everyone, delivered in the context of Gospel values and the teachings of the Church. We aim to provide a safe place, where each and every student is nurtured to become capable, independent learners and tolerant, kind, thoughtful and responsible young people, who realise that with Faith, all things are possible.

**To act justly, to love mercy, and to walk humbly with God**

**Micah**

From this, we derive a need to set in place an addendum to the Behaviour for Learning Policy for the circumstances of the Covid-19 Pandemic that ensures that high expectations are re-enforced and that enables all member of the community to work safely in these new circumstances. It is for use during the arrangements for education of students accessing resources from home and when they initially return to school. It is to be used in conjunction with, and read alongside, the Behaviour for Learning policy, the Anti-Bullying policy, the



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Child Protection and Safe Guarding Policy and any addendum's in light of the Covid-19 pandemic

## 2. Remote Learning

When interacting with other students and staff online, students should always be kind and respectful to each other and follow staff instructions.

Page | 2

Students should never attempt to contact staff via social media or make comments about staff on social media platforms. Any inappropriate comments to staff online, will be taken very seriously. This is also the case of for any online bullying towards other students or peer-on-peer abuse that is disclosed to the School during this time.

Students' behaviour and comments online should be exemplary, reflecting how they would behave in a lesson.

Students should address teachers and refer to peers as they would do in a classroom setting.

Any online lesson will be recorded by the school so that students may access them after the lesson. In this case there should be no need for the student to record it themselves. They may wish to take a screenshot of any aspect to help their learning but the inappropriate use of any recorded material and/or screenshots is prohibited.

### a. Merit marks

Merit marks will be continued to be awarded to students who meet high standards on a regular basis and for students whose action/effort/work/achievement is beyond expectation.

Merit badges will continue to be awarded according to the Behaviour for Learning Policy

The Pastoral Support Managers will continue to recognise students whose work and contributions have been particularly outstanding as 'Stars of the Week' and ensure these are publicly acknowledged.

### b. Consequence System

The Consequence system will continue to be used to enable students to reflect on inappropriate actions and make amends. The consequences of students not following these expectations and others will be dealt with under the current Behaviour for Learning sanctions and the following new ones:

SIMS Code	Detail	Person actioning sanction	Possible sanction
Warning	Interrupting an online class/disruption	Teacher	Warning
C1k	Inappropriate comment during an online conversation/class	Teacher	Student spoken to and the incident recorded on SIMS
C1l	Inappropriate content submitted	Teacher	Student spoken to and the incident recorded on SIMS
C3f	Repeated disruption of an online class	Teacher	Inform the student that they are being muted or remove them from the class. Log the incident



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			on SIMS and contact parents
C4d	Inappropriate use of material from an online lesson		Remove them from the class. Notify Subject Leader. Subject Leader organises for a member of the department to contact home to discuss with parent before they are re-admitted
C4e	Repeated inappropriate behaviour across a series of lessons		Remove them from the class. Notify Subject Leader. Subject Leader organises for a member of the department to contact home to discuss with parent before they are re-admitted
C5h	Repeated inappropriate disruption of online lessons and/or poor online behaviour after Subject Leader intervention		Member of the SLT to contact home to discuss with parent. Student to be removed from online lessons pending agreeing a Behaviour Contract

### c. The Role of Subject Leaders & Faculty Leaders

The Subject Leader & Faculty Leader

- i. Is responsible for supporting members of department in managing the online behaviour of students in their subject's lessons.
- ii. Should organise a rota of department staff to contact parents where appropriate if a class teacher is unable to do so.
- iii. Should monitor the quality of the student participation in their subject's online lessons

### d. The Role of Pastoral Support Managers and Year Learning Co-ordinators

The Pastoral Support Manager and Year Learning Co-ordinators should

- i. Monitor data regarding behaviour and attendance and put in place appropriate intervention strategies for individuals and/or groups
- ii. Liaise and communicate with their line manager, parents/carers and outside agencies regarding student need.

## 3. Return to school:

When students return to school, there will be new expectations of students and staff to ensure social distancing and to minimise the risk of infection spreading. In addition to the expectations laid out in the main Behaviour for Learning Policy, students are expected to:



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- 3.1. Follow the altered routines for arrival, ensuring that they keep an appropriate distance from peers and staff as they do so
- 3.2. Follow the altered routines for departure, ensuring that they leave the premises and local area promptly without waiting for their peers
- 3.3. Follow school instructions on hygiene, such as handwashing and sanitising.
- 3.4. Follow instructions on who they can socialise with at school.
- 3.5. Move around the school as per specific instructions, for example following the one-way system, keeping away from out-of-bounds areas, and queuing appropriately.
- 3.6. Follow expectations and guidance about sneezing, coughing, the use tissues and their disposal (in line with the "catch it, bin it, kill it" message) and avoiding touching their mouth, nose and eyes.
- 3.7. Tell a member of staff immediately if they are experiencing symptoms of coronavirus.
- 3.8. Avoid sharing any equipment or other items including drinking bottles.
- 3.9. Avoid the use of any play equipment, such as the Table Football, until instructed otherwise by staff
- 3.10. Follow any guidelines about the use of toilets.
- 3.11. Ensure that they do not cough or spitting at or towards any other person.

The consequences of students not following these expectations will be dealt with under the current Behaviour for Learning sanctions and the following new ones:

<b>SIMS Code</b>	<b>Detail</b>	<b>Person auctioning sanction</b>	<b>Possible sanction</b>
Warning	Failure to follow handwashing and sanitizing expectations	Member of staff	Warning
Warning	Failure to follow expectations and guidance about sneezing, coughing, the use tissues and their disposal etc..	Member of staff	Warning
C1m	Failure to follow expectations for school arrival	Member of staff	Student spoken to and the incident recorded on SIMS
C1n	Failure to follow expectations for school arrival	Member of staff	Student spoken to and the incident recorded on SIMS
C1o	Failure to follow expectations for moving around the school	Member of staff	Student spoken to and the incident recorded on SIMS
C3g	Repeated failure to follow the school's social distancing expectations for example on arrival to school, departure from a school and movement around the school site	Pastoral Support Manager and YLC	Parents contacted and expectations discussed. Parents take student home for the rest of the day Agree a student behaviour contract so that the student can return



C5i	Continued failure to following the school's social distancing expectations despite senior staff intervention	SLT	Exclusion – fixed term.
C6h Serious assault (infection)	Deliberately coughing or spitting at another person	SLT	Exclusion – fixed term or permanent, depending on the circumstances

#### 4. Staff Expectation

As well as the other expectations detailed in the Behaviour for Learning Policy and other school policies, staff are expected to be positive role models, for example following the expectations for moving around the school

#### 5. Students

Students should continue to adhere to the school's expectations as detailed in the Behaviour for Learning Policy and this addendum until further notice. Any changes allowed in regards to student conduct (for instance, use of mobile phones) will be explained clearly to students and parents, after consultation with appropriate senior staff.

#### 6. Monitoring arrangements

This policy will be reviewed as changes are made to the return to school following school closure and/or at the start of each term, which ever is the earliest until school returns to complete normal

Next review = 22<sup>nd</sup> June 2020

#### 7. Links with other policies

This policy links to the following policies and procedures:

- Child protection and Safeguarding Policy
- Staff code of conduct
- IT acceptable use policy
- Health and safety policy
- Online safety policy
- Behaviour for Learning Policy
- Physical restraint policy and guidelines
- Whistle-Blowing Policy

