

REMOTE WORKING

Addendum of the RSA Academy Behaviour Policy Version 2

Contents

The conditions under which we are now working are very different due to Covid-19. The purpose of this addendum to the Positive Behaviour Policy is to ensure all students are aware of how to behave in a way that keeps everyone safe from the risk of infection and minimise the chance of transmission of Covid-19. Additionally, it is also to ensure staff continually teach, remind and re-emphasise the importance of the social distancing and hygiene rules. It will be paramount to teach safe behaviours following an extensive period of lockdown and time away from their teachers. This Addendum will be shared with all staff, students, parents, carers and other relevant stakeholders. We apply this Addendum during the Covid-19 crisis, only relaxing it when Public Health England advise it is safe to do so. Should extreme health measures be required again, this Addendum will be reviewed and become effective again.

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Rationale

When applying our new social distancing and hygiene rules, we will encourage students to be ready, respectful and safe. However, at this time we will not tolerate any actions that put others at risk or are designed to upset them. It will also be important to distinguish, as fairly as possible, between inadvertent or forgetful unsafe behaviour which may involve re-teaching, reminding and reprimanding and persistent or potentially intentional or even malicious unsafe behaviour which would be dealt with in the same vein as the most serious of incidents. In the case of situations that arise where behaviour is unsafe the initial primary objective will be mitigation (for example washing of hands, in order to keep students and staff as safe as possible). In the aftermath of any incident, re-teaching of the expectations as well as the need for the expectations is crucial and should involve the student, as well as parents/carers. In the first instance the students should be spoken to by the immediate and most appropriate member of staff. Essential social distancing and hygiene rules should be re-taught. Students should be reminded about adhering to these rules and reprimanded about their poor conduct. Should students continue to break our social distancing and hygiene rules a further conversation should be had with the student. Parents should be contacted, and the student removed from the classroom. Blatant disregard of our rules or continual failure to meet expectations despite re-teaching, reminding and reprimanding will not be tolerated. The Academy maintains numerous disciplinary powers, including fixed term and permanent exclusion. At all times the full Positive Behaviour Policy applies without exception.

Social distance and hygiene rules:

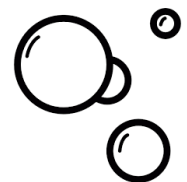
Two-meter social distancing

- Keep 2 metres apart at all times - this applies everywhere, including in classrooms, corridors, and outdoors;
- Follow signs and instructions, such as the new one-way systems which are designed to stop people passing near one another.



Bubbles

- Students will be allocated to a small group, called a 'bubble' and must not mix at all with students from different bubbles, because this would cause a greater risk of spreading the virus;
- Even within a bubble, students need to stay two metres apart;
- Students must arrive and leave at the exact times they are told to avoid cross-contamination.



Hygiene

- Students will wash their hands for 20 seconds when they arrive, whenever they use the toilet, and before they leave as soap destroys the virus better than hand gel;
- Sometimes students may need to form a socially-distanced queue to wash their hands and we expect students to remain calm, be patient and keep two metres apart;
- Students should do their best to avoid touching their faces;
- Students should not touch one another or any member of staff, even in a friendly way;
- If students cough or sneeze, they must remember to "catch it, bin it, kill it" by coughing or sneezing into a tissue or into an elbow as a last resort.
- Tissues must be placed in a bin – not thrown from a distance and hands must be washed;
- Any attempt to sneeze on or spit at any other person (actual or attempted, even as a joke) will be dealt with as an assault;
- Students are permitted to wear casual clothing that should be washed as soon as they get home as well as taking a shower or bath;
- PPE may be worn by students if they wish to. However, government advice is very explicit that this is not necessary if schools have appropriately rigorous hygiene and social distancing routines.



Getting to and from the Academy

- Students should travel on foot, or cycle (wearing a helmet) or driven by a responsible adult;
- We advise avoiding using public transport unless there is no other options;
- Students should travel on their own not in a group with friends and keeping two metres apart on the street;
- Students are expected to travel directly between their home and the Academy;
- Do not meet up with others or stay out to socialise.



Equipment

- More crucial than ever is the expectation that all students will be ready to learn;
- Students must not share equipment from other students as this can increase the risk of spreading the virus;
- It will also not be safe for staff to lend equipment to students that have forgotten items.



Dress Code

- Students are expected to wear their adapted uniform in order for them to be easily washed at high temperatures;
- Vests, crop tops, short skirts or tight shorts, T-shirts with offensive slogans, footwear with a heel, open toed footwear, flip-flops or sandals are not permitted.
- Shorts may be worn but must be knee length or RSA Academy PE shorts;
- The Academy policy for Jewellery remains unchanged.
- Students are only allowed a single stud in the earlobe.



Self-isolation

- If students or anyone in their household has a high temperature, a new and continuous cough, or a loss in sense of smell or taste, or if they have been contacted by an NHS contact tracer, they must not come to school. Self-isolate in line with the guidelines.
- Inform the Academy immediately through the school switch board.



Mobile Phones

- Our policy for mobile phones remains unchanged.
- Mobile phones must remain turned off and out of sight whilst on site – usual sanctions will apply.
- Should a mobile phone need to be confiscated, it must be handed into an envelope directly by the student in order to minimise contact of other people with the mobile phone.



Rewards & Sanctions

Rewards and Sanctions can still be awarded in the normal way.

During the Covid-19 pandemic the safety of the students and staff is paramount. The Academy will not tolerate any poor conduct or behaviour, including if students do not adhere to the social distancing and hygiene rules.

Examples of unsafe behaviours that is not exhaustive:

- Failure to observe social distancing and hygiene rules;
- Deliberate coughing, sneezing or spitting towards another person;
- Inciting or contributing to upset, worry or anger on social media or other methods of communication, such as spreading falsehoods or unfounded rumours;
- Behaviour in any manner that causes unrest or increased anxiety due to the Covid-19 pandemic.

Detentions will not run as it is not practical to facilitate due to the staggered nature of the Academy day and the limited contact time advised for students.

Internal exclusion (isolation) Similarly, internal isolations will not run as a normal sanction.

External exclusion during the pandemic will still be in operation. If a student continues to persistently break social distancing or hygiene rules or deliberately engages in maliciously unsafe behaviour, this will result in a fixed term exclusion. Should a student be fixed termed excluded, a re-integration meeting with parents/carers and a senior member of staff or a member of the pastoral team must take place before the student is permitted to return to the Academy.

If the fixed term exclusion was for unsafe behaviour due to Covid-19, a risk reduction plan will be discussed and agreed between parents and this member of staff. Should parents or carer be unable to make a face to face meeting in the Academy, a video conference call will be arranged using MS TEAMS. Should parents not have access to facilities for a conference call, then a conversation should be had on the telephone, with staff, parents or carers and the student on speaker phone.