**Urchfont CE Primary School**

**Rewards and Sanctions Policy Addendum - COVID-19**

At Urchfont CE Primary School we aim to maintain a secure, caring and stimulating environment in which children are encouraged to have respect for themselves and each other.

Whilst expectations in our Rewards and Sanctions Policy remain pertinent. It is necessary, in light of the Covid-19 pandemic, to make some adjustments for the safety of all pupils and staff. These adjustments are set out below.

Children and staff should:

* Respect the revised day to day expectations of the class ‘bubbles’ and wider school - children should adhere to the revised rules and expectations for entering and exiting the school site.
* Children should stay in their own rooms unless directed otherwise.
* Children should only interact with others in their own bubble throughout the school day.
* Children should only use their designated entrance and exit to the school building.
* Children should stay at their own desks unless directed otherwise.
* Children should obey social distancing rules at all times, in and out of the class bubble.

**Handwashing and Hygiene**

* Children will be expected to follow all handwashing and hygiene routines while in school. Children will wash hands/use antibacterial gel as soon as they enter school, before and after eating and at regular intervals during the day.
* Children to follow the catch it, bin it, kill it, mantra when in school, if they need to cough or sneeze, they should use a tissue or crook of their arm. Tissues should be disposed in the lidded bins situated in each class.
* Children will be reminded not to touch their face, mouth, nose or eyes while at school.
* Should a child refuse to follow these routines, disciplinary procedures and sanctions will be used. (see below).

**Self-Care and Health needs**

* Children should inform an adult if they feel they have any Covid-19 symptoms (symptoms will be shared with children).
* Children should only use their own resource packs, not interfering or touching any others resources or equipment.
* All items used in the class bubble should be cleaned and sanitised after use e.g. lunchtimes and end of school day.
* Children should only use their own water bottles and eat/drink their own food. No sharing is allowed.
* Children will not bring any additional items into school other than lunch boxes, water bottles, clothing and sun cream.

**Social Distancing**

* Children who are old enough will be expected to socially distance from their peers and adults in school and on the playground/field at all times. Year 6 and key worker/ vulnerable children in Years 2,3,4, & 5 will have their own table spaced apart.
* When children enter their bubble, they will be expected to go straight to their table and nowhere else in the room.
* Children will put their hand up if they need an adult’s support, they will not get out of their seats.
* Should a child refuse to follow social distancing measures, disciplinary procedures and sanctions will be used (see below).
* We understand socially distancing may be more difficult for some children, especially reception and year 1; they will be encouraged wherever possible to keep a distance from peers and adults, however, we understand this may not always be possible.

**Toilets**

* Children will be encouraged to use the toilets one at a time wherever possible.
* Older children will observe the two users rule and wait outside toilets until free to use.
* When a child has finished in the toilet, they must wash their hands thoroughly before they come back into their group. For children in YR/1, this should be supervised in the classroom.

**Break and Lunch times**

* Each Bubble will have a designated place to play during break and lunch times. They will have their own equipment that will be cleaned after use.
* Children will be expected to remain socially distant from both peers and adults during play and break times. Children must stay in their designated Bubble area at all times.
* Lunch will be eaten in their groups. Children will eat at their table or in their own space. They will not get out of their seats. Children will have own packed lunches or a school lunch, if it can be organized, which will be brought to them in their group.

**Rewards**

* Our usual reward systems will stay in place and children can gain merits as normal. Teachers and Teaching Assistants welcome opportunities to praise individuals for good work, attitude or good behaviour, and show recognition, if these are brought to their attention.
* Above all, praise and encouragement should be used as much as possible.
* Walking through school to show their work to the Head Teacher or other adult for acknowledgement and praise during this time will not be permitted.

**Progression of sanctions**

The progression of sanctions that all teachers follow within school, has been amended. The following measures will be followed:

1. Verbal reminder (eg stop tapping, thankyou)

2. Verbal reprimand (eg stop tapping or you are choosing to lose some of your playtime)

3. Withdrawal of privilege (loss of: some playtime, a treat)

4. Loss of all playtime

If a child’s behaviour is deemed high risk, for example, refusing to adhere to safety measures, such as, hand washing, social distancing, remaining in their groups or deliberate behaviours that put themselves or others at risk, such as spitting or deliberately coughing at people.

The following sanctions and disciplinary procedures could be used:

1. Referral to Headteacher

2. Parents/Carers called to collect child from school immediately

3. Immediate swap from onsite education offer to online/virtual education offer

4. Fixed term exclusion

5. Permanent exclusion

**Positive Handling & Restraint**

* There can be times when a pupil’s behaviour requires staff physical support to ensure the pupils’ own safety, the safety of other pupils and staff, or that property is not seriously damaged. This can require the use of physical interventions.
* In the case of a child being at risk, putting others at risk or damaging property the child’s parents or carers will be called and asked to pick up their child immediately. The situation will then be reviewed by the Headteacher and a decision of whether the onsite education offer will be withdrawn in favour of the online/virtual offer if this is deemed safer for all pupils and staff.
* Where a child may need very close contact it is imperative that parents know that the use of PPE where appropriate WILL be used to help avoid cross contamination or any potential virus spread.

 **Pupils working from home.**

* If interacting with other pupils or staff online, students should always be kind and respectful to each other and respectful and obedient to staff, remembering at all times that that staff are not ‘friends’ with, or peers to, pupils.
* Children should never attempt to contact staff via social media or make comments about staff on social media platforms. Any inappropriate comments to staff online, via email, or any other platform will be taken very seriously and could result in a referral to the police.
* This is also the case of for any online bullying towards other pupils or peer-on-peer abuse that is disclosed to the school during this time.