

Oasis Academy Coulsdon – Behaviour Policy Addendum September 2020

Context

- COVID-19, the lockdown experience and national guidance around how schools must operate from September 2020 pose a variety of challenges and opportunities for us all.
- The Academy will continue to have the **highest expectations** in terms of behaviour as we know that is a key lever in learning and ensuring that our students remain safe and happy.
- Much of the existing behaviour policy remains in place. This addendum lays out the changes and adaptations that are necessary for September until a point in the future when we may return to 'normal'. Anything not covered in the Addendum remains in place as before.
- Staff flexibility, adaptability and emotional intelligence are essential as we all adjust to the challenges ahead. Tweaks and refinements to the policy are inevitable once we all come together for the new academic year.
- Safeguarding for students and staff are the primary consideration in all decisions that are made, alongside a commitment to support our most disadvantaged and vulnerable students.
- Staff vigilance and commitment to duties are essential.

Values

- Our values have never been so important. Staff, students and families have been tested like never before. But if we remain true to our values and place them at the heart of every decision made, we will keep the most important facets of our work and systems at the heart of everything we do.
- **Excellence** – commitment to excellence in every area of Academy life.
- **Love** – providing the care and support that a parent would, including 'tough love' on occasions to challenge poor behavioural choices.
- **Family** – underpinning all we do is a family ethos, working together to overcome obstacles and ensuring commitment to full inclusion.
- **Determination** – a recognition that developing a child's resilience and ability to deal with adversity equips them with key skills for a life that can sometimes be tough.
- **Politeness** – respect, tolerance and kindness to each other.

Arrival and Check-In

- Students will be met at the main gate each morning from 7.45am when the Academy opens.
- Reminders about social distancing will be given alongside a warm welcome. Students will then make their way to their designated entry point for check-in.
- No parents are allowed on site without an appointment. Cars dropping students off must do so on the streets outside the Academy, preserving social distancing as far as possible.

- When students arrive at their check-in point, they will line up and wait to be called forward by the members of staff operating check-in.
- Students will sanitise their hands before collecting their named envelope for mobile phones. They will hand their phones in as usual, placing the envelope in a designated mentor group box. They must sanitise their hands immediately again once this has been done.
- Students removing facemasks should place these in a bag ready for collection at the end of the day. Students will then need to wear their colour-coded facemask, which will be provided by the Academy, whilst in communal areas of the building.
- Students must then make their way directly to their mentor room via their designated staircase in readiness for period 1.
- A take-away breakfast service will operate from 7.45am until 8.15am in the Diner where strict social distancing and year group bubbles will be in operation. Any food purchased must be consumed in the bubble classroom, not the Diner or corridors.
- Line-ups at 8.25am will no longer take place in these revised arrangements. A bell will sound at 8.25am signalling the start of Period 1.
- Students will stand behind their desks in readiness for the teacher to start the lesson formally.

Break and Lunch time

- Breaks and lunch times will be staggered to enable safe supervision of students and preservation of bubbles.
- Students will have designated play areas and will be allowed to play games, as per government guidance.
- At the end of break and lunch all year groups will line up in their designated areas. Staff will ensure students line up in alphabetical order at Voice Level 0. Teaching staff will escort students back to their designated bubble room/options classroom. Line-ups should run in exactly the same way as before. This is to ensure that entry into the building is carefully controlled.
- Wet weather venues are in place for each Year Group at break and lunch.
- Students must move around the building quietly and calmly at all times, mindful of the fact that others are still learning.

Check-out and dismissal

- Students will no longer check-out as before.
- Dismissal will be staggered to ensure social distancing and bubbles can be preserved.
- Family Leaders, Middle Leaders and ALT will supervise check out in bubble rooms.
- Mobile phones will be handed back – students required to follow hand sanitisation practice as before.
- Supervising staff will have details of students who have a detention. These students will remain behind – details of detentions in separate section.
- When dismissed, students will make their way to their designated exits via designated staircases. They should leave the Academy site immediately.
- As before, staff will be on duty to ensure safe passage to buses.
- Until further notice there will be a restricted number of after school clubs and activities, subject to staff availability, with the exception of Year 11 intervention.

Classroom behaviour systems

- Expectations and behaviour systems for the classroom remain exactly as before with the exception that teachers must maintain a 2 metre distance from students, affecting some of the re-set strategies they may previously have deployed.
- Students are mainly based in one room with staff moving around the building. This means that staff will enter rooms where students are already based. A clear and consistent procedure is required for staff to begin their lessons:
 - Students will stand behind their desks until asked to be seated.
 - “Good morning Year 10. Voice Level 0 and SLANT in 3, 2, 1...”
 - Staff should stand in their designated area (an X marked in the area), looking around the room ensuring compliance.
 - A Do-It Now should begin as soon as possible to ensure a positive and workmanlike start to the lesson.
- Re-set strategies should be employed to head-off low level disruptive behaviour.
- If a student continues to make poor behavioural choices, they should be given a clear warning that a demerit will be issued if they choose to continue.
- If the warning is not heeded, staff will issue a demerit. **Note – merits and demerits will be given on Bromcom.** We are currently unable to touch students’ record books. Staff must inform the student that a demerit has been issued.
- As before, if a student continues to misbehave staff must call for the on-call member of staff – by emailing student reception or summoning the attention of duty staff in the area. Students must not be sent to Student Reception to call for help.
- Students should only be allowed out of lessons on rare occasions when they need to use the toilet. Toilet passes and teacher notes have been suspended for now. They should make their way to their designated toilet.
- If a student is unwell, and you cannot summon help, they can be sent to Student Reception via their designated staircase. Student Reception and relevant Family Leader should be emailed when this happens. Any student showing potential COVID-19 symptoms will be placed immediately in the Well-Being Centre. A First-Aider should be called to any room where the student is too unwell to make their own way to Student Reception.
- Every opportunity must be taken to reward students with verbal praise and merits – all merits on Bromcom.
- Merit and demerit totals will still be used to produce a weekly ‘pay slip’.
- The use of scripting and consistent application of the behaviour system are more important than ever.

Reintegration Room

- The Academy will still have a Reintegration Room. This is used for any student removed from a lesson, enabling others to continue learning and giving the student time to reflect on their choices.
- From September it will be situated in the Green Exam Hall.
- The Hall will be organised into 5 clear bubbles and students will be socially distanced.
- They will work in silence as before until the supervising member of staff judges them ready to return to their lessons.

- The member of staff in the Reintegration Room will be responsible for entering details of the 60 minute detention on to Bromcom. The On-Call member of staff will need to communicate these details clearly to that member of staff.
- A text will be sent to parents informing them of any 60 minute detentions (automatically given to any student removed from a lesson).

Detentions

- To preserve social distancing and bubbles, detentions will be held in the Green Exam Hall which has clearly defined and separate year group zones.
- Bromcom will generate a list of students with 30 minute and 60 minute detentions. Family Leaders and staff supervising check-out will be responsible for taking detainees to the detention venue.
- As before, they will have their phones returned at the end of the detention.
- Parents will receive texts notifying them of 60 minute detentions.
- Thursday and Saturday ALT 2 hour detentions will continue to take place.

SEND

- Lockdown and a return to the Academy may be difficult for many students but especially so our students with SEND.
- Staff must do everything they can to ensure EHCP requirements are met as far as possible and that we will acknowledge the struggles some may have in adjusting back to Academy life.
- Staff should deal with SEND students calmly and make sure all instructions are clear. Adjustments to strategies for some students may be necessary and will be overseen by Grace Elvin and James Semple.
- Staff should re-read the SEN Register and advice notes on SEND students in their teaching groups and consider how they can adapt lesson plans to meet the needs of these students in the COVID-19 arrangements.