

STAYING SAFE IN SCHOOL – STUDENT EXPECTATIONS

As well as our regular day to day school rules, as detailed in our school handbook, these new ‘staying safe in school’ rules must be followed and read alongside our behaviour policy.

If you need assistance to understand and/or to follow these rules you must notify a member of school staff so that they may assist you.

Stay within your year group bubble area

You will be informed where your year group ‘bubble’ will be allocated for your lessons, break/lunch, toilets, medical room and fire assembly points. Year group bubbles should keep away from other year groups bubble areas throughout the school day, including lunch and break times.

Listen

Always listen to school staff; they have your best interests and the interests of the school community at the heart of their decisions and instructions.

Please note that once the school has reopened, school staff may communicate further rules that must be followed, and which will also form part of the school’s behaviour policy.

Stop, Look, Listen and Go.

The school may need to change the way pupils move around the school to avoid groups mixing with each other. Please follow any instructions that are given to you carefully.

No sharing

Please do not touch or use the belongings of others. If you need equipment or assistance with your work, please speak with your teacher.

You must follow your teacher’s instructions if you are told not to use certain equipment as it may have been used by others in the school outside of your group.

Please do not touch or eat anyone else’s food or drink at school. Please speak with your teacher/Head of Year/SLT member if you have any difficulties.

Wash your hands

Carefully wash your hands for 20 seconds with soap and water regularly throughout the day or use hand sanitiser including on arrival at the school, when you return from breaks, when you change rooms as well as before and after eating.

TIP: To help make sure that you wash your hands for 20 seconds, try singing the happy birthday song in your head. You should also use the hand sanitiser located around the school in classrooms or on the corridors.

‘Catch it, bin it, kill it’

Carefully blow your nose with a tissue away from others and cough or sneeze into a tissue instead of your hands. Put the tissue in the tissue bins and wash your hands and/or use hand sanitiser located around the school.

Speak up

If you are feeling unwell, you must tell your teacher/Head of Year/SLT member as soon as possible. You must tell a teacher if you develop any of the following symptoms:

- You develop a cough
- You think you have a temperature (or you feel hot); and / or
- You lose your sense of smell or taste

Your parent/carer will be called to collect you, and depending on how you are feeling, you may be asked to stay at home for a period of time as recommended by government guidance.

While waiting for your parent/carer to collect you, where possible you will be supervised in a closed room with an open window until collected.

Hands away

Please keep your hands to yourself and do not touch others at school.

Please keep your hands away from your mouth, eyes and nose to help the school prevent the spread of germs.

Pick up and drop off

The school may have to change the times when the school day starts and finishes and you will be informed what your time slots are. Please stick to your start and finish times and use the entrances communicated to you by the school.

Avoid crowds

If driving is not an option, consider walking or cycling to and from school where possible and if it is safe to do so.

If you need to use public transport, please follow the government guidance. If you have any concerns or difficulties in respect of your transport, please contact a member of school staff.

Take extra care

To control the spread of germs at school please take extra care with cleaning and keeping your distance.

Pupils do not need to wear face coverings or masks at school. A face covering should not be worn in any circumstance by those who may not be able to handle them as it may increase the risk of spreading germs.

If you have any questions about protective wear, please contact a senior member of staff who will look into your concerns.

This is a difficult time and we understand that it may take a while to adjust to these new rules.

Disciplinary action for not following these rules will not be taken lightly, however, if you ignore these rules or deliberately act in a way that could harm the school community, disciplinary sanctions may be applied, which may include fixed or permanent exclusion in serious cases. Any such decision will

however depend on the circumstances as well as the school's risk assessment, and will be in line with the school's legal duties under the Equality Act 2010, the Special Educational Needs and Disability Code of Practice, as well as the school's SEND and Equality and Inclusion policies.

Possible consequences

Behaviour incident	Action to be taken	Possible sanction
Forgetting one of the staying safe in school rules	A gentle reminder	
Repeatedly forgetting one of the staying safe in school rules	We will discuss the staying safe in school rules and the understanding of such with the pupil and their parent/carer.	Possible level 1/2 sanction depending on the school's investigation and risk assessment.
Ignoring the staying safe in school rules	We will undertake an investigation and conduct an informed risk assessment involving parents/carers and other agencies where appropriate.	Possible level 2-4 sanction depending on the school's investigation and risk assessment.
<p>Purposefully acting in a way to harm the school community; to include but not limited to the following acts:</p> <p>Spitting at another person</p> <p>Coughing or sneezing at another person</p> <p>Purposefully touching another person or their belongings to include food, drink and equipment.</p>	We will agree an action plan to ensure the safety of the pupil and the school community following our informed risk assessment which may result in alternative options for learning or possible sanctions being considered.	Possible level 3-4 sanction depending on the school's investigation and risk assessment.