



Annex A: Behaviour principles during COVID-19 reopening of school (June 2020 onwards)

In light of the need for children to behave differently when they return to school, staff, pupils, parents and visitors (where applicable) must adhere to the following principles:

- **Following any altered routines for arrival or departure**
 - Specific timings communicated to parents by letter prior to their child's start date must be adhered to for the start and end of the school day
 - Only one adult should accompany their child/ren to and from school
 - Children must adhere to the 2m markings on entering school
 - Children and parents must observe social distancing at drop-off / pick up
 - Parents and/or children must leave the site promptly at drop-off / pick up
 - Parents and carers should not come into the school building unless by prior arrangement
 - Staff should access and exit through the closest entrance to the area they will be based in
 - School registers could be taken upon entry at the school gate to prevent any unauthorised entry from pupils, particularly if staff are unfamiliar with the pupils they are working with.

- **Following school instructions on hygiene, such as handwashing and sanitising**
 - Hand sanitisers at entrance points to the building should be used by staff, visitors and pupils on entry
 - Pupils and staff should wash their hands with soap and water for at least 20 seconds on entering their allocated area and at regular intervals throughout the day, particularly after going to the toilet, touching faces, coughing or sneezing, learning outside and before and after eating
 - Paper towels should be available for drying hands
 - All persons should wash their hands before leaving the premises
 - Tissues should be available in all group areas and should be single use only and binned after use
 - Any waste products used by staff or pupils that start to show symptoms whilst in school should be double bagged and kept (securely) for 72 hours before being disposed of via the usual waste route. NB the virus cannot survive on a surface for more than 72 hours according to current guidance
 - Staff are to wash hands on entry to staff rooms, before and after preparing food and drinks, and before leaving

- **Following instructions on who pupils can socialise with at school**
 - Staff and pupils should stay in the same specified groups throughout their attendance time and each subsequent time wherever possible and sit at the same desks on consecutive days (if applicable and possible)
 - Pupils and staff should maintain social distancing when outside and stay within their discrete learning group. Groups should not mix outside



- **Moving around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)**
 - Corridors marked out with 2m indicators as a visual aid for social distancing
 - Devise a system for controlled movement around school, into / out of classrooms, use of toilets, etc. to avoid paths crossing where possible e.g. use of one-way systems, 2m queues, controlled access / exit.
 - Staggered break times and lunchtimes in place to minimise corridor occupancy
- **Expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands**
 - Tissues should be available in all group areas and should be single use only and binned after use
 - Have a dedicated provision of cleaning products in each classroom / work area in use containing hand sanitisers, anti-viral wipes / sprays, paper towels, soap, tissues, e.g. in a storage box, workbox etc. so it is easy to pick up and move around the space as required. These should be stored out of reach of pupils
 - Posters should be displayed in classrooms and around school to remind everyone in school of good hygiene practice
- **Tell an adult if you are experiencing symptoms of coronavirus**
 - Remind children to tell their group leader/s if they experience any symptoms, e.g. high temperature, a new, persistent cough, headache, etc.
- **Rules about sharing any equipment or other items including drinking bottles**
 - For shared touch points e.g. door handles, drawer handles, microwaves, kettle handles, hot water handles, photocopiers, keyboards, etc. follow the **"If You Use It – Wipe It"** principle with anti-viral wipes
 - Water fountains in shared pupil areas should be taken out of use. Staff to use large jugs to refill children's bottles during the day
 - IT equipment should be cleaned between users if it cannot be kept for the sole use of an individual
 - Reduce the use of shared resources, e.g. stationary, books etc. and allocate individual resources to pupils wherever possible that is for their sole use. Alternatively, pupils are permitted to bring their own pencil case to keep on their desk and which is only to be used by them
 - Shared materials and surfaces should be cleaned and disinfected more frequently
- **Amended expectations about breaks or play times, including where children may or may not play**
 - Breaks and lunchtimes are staggered to allow safe movement around the school and safe use of the play areas
 - Indoor and outdoor equipment that cannot easily be cleaned after each user or kept for one user at a time should be taken out of use e.g. trim trails, climbing frames, indoor and outdoor gyms



▪ **Use of toilets**

- Use of toilets should be for individual ‘bubbles’ as close to their learning base as possible
- Gender specific toilets will become gender neutral and boys will be reminded to use cubicles

KW/V Gp 1	KW/V Gp 2	KW/V Gp 3	KW/V Gp 4	Y6 A	Y6 B
Reception Class	KS2 Girls	KS2 Boys	KS1	Care suite	Care suite

- Limit the number of children or young people who use the toilet facilities at one time
- Wash hands before and after using the toilet (or use hand sanitisers if hand washing is difficult to achieve)
- Where possible staff should use the staff toilets as close to their work areas as possible and follow social distancing guidelines when moving to / from them
- For older pupils and staff toilets it is good practice for pupils and staff using the facilities to wipe down door handles, toilet seats and flush handles after use with an anti-viral wipe following the **“If You Use It – Wipe It”** principle.
- Signage to the backs of toilet doors and above sinks is provided to remind pupils and staff to wash their hands and follow the **“If You Use It – Wipe It”** principle (for older pupils, staff and visitor facilities). Bins are provided for the disposal of wipes

▪ **Clear rules about coughing or spitting at or towards any other person**

- Use behaviour warning and sanction systems already in place
- Contact parents if a child has purposefully coughed or spat at another child