



## COVID 19 Behaviour addendum March 2021

We know it may be scary for you returning to school, but the additions made below to our student code of conduct are there to keep you, your families and school staff safe.

## 2. STUDENT CODE OF CONDUCT

### 2.1 Attendance and Punctuality

We believe that students need to be in school to support their learning and have the opportunity for socially distant contact with the school community.

Students are now expected to return to school and this is mandatory. Students who DO NOT return to school after the 8th March may be referred to the Educational Welfare service.

Under the current government guidelines and for the safety of our community students MUST NOT attend school if they or members of their household DO have COVID-19 or are presenting with COVID- 19 related symptoms.

Students who present with COVID-19 symptoms will immediately be isolated and then asked to leave the school site as soon as is safe to do so. Parents will be expected to collect students within an hour of school contact.

Students will then be required to self isolate for 10 days unless they receive a negative test result. Parents must contact the school and inform us of test results via:

- email: [khsattendance@kingsburyhigh.org.uk](mailto:khsattendance@kingsburyhigh.org.uk)
- or call in 0208 206 3000 press 1 to report your child's absence.

### 2.3 In Lessons

There are three very simple expectations of students in lessons, they should be:

#### Ready

- Students should attend their lesson with the correct equipment.
- Equipment will not be issued or shared for hygiene reasons.



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- Students are to remain at their allocated seat and desk at all times unless asked by staff to move.

## Respectful

- Students should be on task throughout the whole lesson
- Students should listen and respond politely to staff and peers in the lesson.
- Students must not be unkind
- Students that are unkind to anyone who has had coronavirus (COVID 19) including making 'jokes' about it will be sanctioned as per our behaviour policy
- Students displaying behaviour such as spitting/coughing as 'a joke' will be sanctioned accordingly - see 4.3-4.6

## Safe

- Students **MUST** wear a mask or face covering when inside the building at **ALL** times
- Students should ensure they enter and exit classrooms one at a time socially distanced where possible
- Students should follow instructions for any lessons responsibly respecting the additional requirements due to COVID - 19 at all times.
- Students should avoid physical contact and remain socially distanced where possible
- Students must not intentionally cough and must attempt to shield when coughing ie arm over mouth.
- Students must not spit inside or outside the school premises at anytime
- Students must maintain hygiene standards by regularly washing and sanitising their hands

## ***2.5 Beyond the School Gates***

Students should remember that they represent the school when they wear the school uniform to and from the school. Any misbehaviour in these circumstances may bring the school into disrepute and will be appropriately sanctioned. Additional staff will be on duty to support 'safe' behaviour at these times.

Additionally, any behaviour by a student at the school (e.g. cyber-bullying) which adversely affects the wellbeing or welfare of another member of the school community will also be appropriately sanctioned, including being unkind if someone has had coronavirus (COVID 19).

- Students **MUST NOT** wait for their peers
- Students **MUST** respect social distancing and be considerate of others
- Students should avoid physical contact with each other where possible



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- Students displaying behaviour such as spitting / coughing as 'a joke' will be sanctioned accordingly
- Students that intentionally spit or cough at a member of the community may risk their place at Kingsbury High School

## 4. SANCTIONS

### 4.3- 4.6 On- Call/ Sanctions

**Due to the risks associated with COVID- 19 we are taking poor behaviour in relation to it seriously for the safety of all members of our community. Breach of rules relating to COVID-19 will be treated seriously:**

#### ***COVID Symptoms***

If a student is displaying genuine [symptoms](#) of COVID-19 the staff member will alert on-call immediately stating COVID symptoms and using: [k-oncall@kingsburyhigh.org.uk](mailto:k-oncall@kingsburyhigh.org.uk) for the K site or [t-oncall@kingsburyhigh.org.uk](mailto:t-oncall@kingsburyhigh.org.uk) for the T site.

The on-call staff member will remove the student ensuring they walk behind them in the corridor. The on-call staff member will ascertain risk, if COVID is suspected, the student will be placed in the K meeting room (next to CDI's office) until a parent can be contacted. The student will be sent home to be tested and self isolate for 10 days of the test if positive, if the test is negative the students return to school.

#### ***Poor corridor behaviour / persistent disruptive behaviour***

Students who are disrupting the learning of others during lessons or around the building will as per the current policy be given 2 clear warnings regarding their behaviour choices, following this on-call would be called using the emails [k-oncall@kingsburyhigh.org.uk](mailto:k-oncall@kingsburyhigh.org.uk) for the K site or [t-oncall@kingsburyhigh.org.uk](mailto:t-oncall@kingsburyhigh.org.uk) for the T site.

Students will be spoken to by the on-call staff member and will return to the lesson

- C2 - *persistent disruption (conversation req)* issued and logged by the class teacher

If the student continues to disrupt the teacher calls for on- call and the student is removed

- C2 - *removal from lesson* issued and logged by the class teacher.



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Student then sits detention in the next break/ lunch/ after school and completes the [reflection sheet](#) where possible the staff member should attempt to reconcile the issue during this time or at another point before their next lesson.

## ***Refusal to wear a mask***

If this happens within a lesson the staff member will issue one warning referring to [Article 19&24](#) and then emails [k-oncall@kingsburyhigh.org.uk](mailto:k-oncall@kingsburyhigh.org.uk) for the K site or [t-oncall@kingsburyhigh.org.uk](mailto:t-oncall@kingsburyhigh.org.uk) for the T site.

If not in lessons, staff member to email T or K on-call with the name of student and year group and they will then be picked up by on-call staff member in their next lesson.

Year leaders /B4L / SLT will engage with student and parents to ascertain reasons. Students without an exemption who refuse to wear a face covering **may not be allowed on school site.**

## ***Spitting/ coughing***

Students who spit/cough in an unsafe way or make inappropriate comments in relation to COVID-19 even as a joke will be given **one** warning and depending on the nature of the incident will be removed from the lesson using the on-call system. C2 removal from lesson issued and logged by the class teacher.

If this happens within a lesson the staff member emails [k-oncall@kingsburyhigh.org.uk](mailto:k-oncall@kingsburyhigh.org.uk) for the K site or [t-oncall@kingsburyhigh.org.uk](mailto:t-oncall@kingsburyhigh.org.uk) for the T site.

If this happens outside of lessons the staff member must email T or K on- call with the name of student and year group and they will then be picked up by on call staff member in their next lesson.

**Sanctions will be applied as per the behaviour policy.**

## ***Intentionally spitting/ coughing at a member of the school/ community***

There will be a **zero tolerance** approach to intentional spitting / coughing at someone else. Students that intentionally spit or cough on or at someone will immediately be referred to a member of the SLT by the on -call staff member.

If this happens within a lesson the staff member emails [k-oncall@kingsburyhigh.org.uk](mailto:k-oncall@kingsburyhigh.org.uk) for the K site or [t-oncall@kingsburyhigh.org.uk](mailto:t-oncall@kingsburyhigh.org.uk) for the T site.



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If this happens outside of lessons the staff member must email T or K on-call with the name of student and year group and they will then be picked up by on-call staff member in their next lesson.

**Students will then be met by a member of SLT, parents contacted and appropriate sanctions will be issued by HofS.**

*\*Students that are vulnerable, SEND or have a social worker must not be sent home*