



Highfield Primary School

COVID-19 Home School Agreement

In order to ensure that the reopening of our school to all pupils is as safe as possible for pupils, staff, families and the wider community, it is vital that we all continue to work together and follow stringent protective measures.

To avoid the transfer of documents between home and school, we are not asking parents/carers to sign this agreement, but it will be understood that by sending your child back to school, you are confirming your agreement to the following:

The school will do our utmost to:

- Follow actions as outlined in the Schools Risk Assessment for the Wider Opening of School during Coronavirus Pandemic (COVID-19) (see School Website Policy page)
- Provide increased supplies of antibacterial wash and PPE for use as appropriate
- Increase the cleaning regime to minimise the risk of surface spread of infection
- Rearrange resources and furniture to facilitate cleaning and support social distancing measures
- Adapt the on-site curriculum to provide a prioritised focus on children's welfare and happiness, physical exercise and opportunities for outdoor learning
- Care for the children's welfare and happiness to the best of our ability
- Continue to support families at home and at school by responding to emails, sharing relevant information and updates, through welfare calls where needed and signposting to support services, where needed
- Continue to ensure that safeguarding our pupils is always a priority
- Contact parents if there are any concerns about their child's health
- In the event of a partial or full closure of the school, the school will provide a broad and balanced curriculum online and teachers will continue to support children in their learning

Parents/Carers will do my/our utmost to:

- Ensure that I/we keep our child at home if showing possible symptoms of COVID-19 or are unwell
- Make immediate arrangements to collect my/our child as soon as possible if contacted by the school to say that he/she is unwell
- Book a test if anyone in the family/household present with possible COVID symptoms and inform the school of the test date and outcome

- Understand that if anyone within my/our child's bubble has a confirmed case of COVID, all children and adults in that bubble will be asked to stay at home to self-isolate for 14 days
- At the start and the end of the day:
 - Social distance as much as possible from people who are not in the same household (avoid groups congregating outside school gates)
 - Follow one-way systems for drop-off and collection
 - Make every effort to arrive on time for drop-off and collection to avoid mixing groups (bubbles)
 - Ensure only one adult at a time can drop off and collect my/our child
 - If possible walk or cycle to school and avoid using public transport
- Only enter the school building with a pre-arranged appointment
- Communicate by email and telephone and only enter the Reception area if absolutely necessary
- Ensure that the school has up-to date emergency contact details and email addresses
- Ensure you have read and abide by the Acceptable Use Agreement for Google Classroom/Zoom and Tapestry
- Support the school by talking to your child about the addendum to the school behaviour policy (attached below)
- If children wear masks during the journey to school they will need to be put in a plastic bag and then put in their school bag before they enter the school building

Pupils will do their best to:

- Follow new social distancing rules to the best of my ability
- Regularly wash and sanitise my hands as requested
- Keep all my belongings in my learning space and use anti-bacterial wipes under supervision
- Continue to demonstrate the school values with my friends and the wider school community
- Tell an adult if I have any worries or need help
- Continue to carry out my learning activities to the best of my ability

We are looking forward to welcoming your children back to school and wish you all health and happiness. Please remember that if you need us, we are there to help in any way that we can.

Behaviour Policy Addendum

1. Scope

This addendum applies until further notice.

It sets out changes and exceptions to our normal Behaviour Policy. Pupils, parents and staff should continue to follow our normal Behaviour Policy with respect to anything not covered in this addendum.

We may need to amend or add to this addendum as circumstances or official guidance changes. We will communicate any changes to staff, parents and pupils.

2. Expectations for pupils in school

2.1 New rules

When pupils are in school, we expect them to follow all of the rules set out below to keep themselves and the rest of the school community safe.

Staff will be familiar with these rules and will make sure they are followed consistently.

Parents should also read the rules and ensure that their children follow the new procedures that have been put in place.

Keeping all children and staff at Highfield safe remains our utmost priority. This addendum is to be used in conjunction with and alongside our full Behaviour Policy. The rationale behind its creation is to ensure that the children and staff at Highfield act in a manner that fully supports the very necessary safety measures that have been put in place during the Covid-19 Pandemic and National Crisis.

Some behaviour concerns referred to in this addendum may have previously been deemed less serious, however, if an action now results in the potential compromising of a person's ability to socially distance and stay safe it will now be treated in a more serious manner.

This addendum also applies to children with Special Educational Needs, whose specific needs may result in them finding it more difficult to socially distance or self-regulate. Staff will adhere to social distancing guidelines where possible and will endeavour not use any form of physical restraint training, soothing or reassurance for example, hugs.

Category	Concern Examples	Consequences/Actions
1	<ul style="list-style-type: none"> • Not taking responsibility to inform an adult if they are experiencing symptoms of Coronavirus • Not following expectations about coughing, sneezing, tissues and disposal (in line with the 'catch it, bin it, kill it' message) • Low level disruption in class 	<ul style="list-style-type: none"> • Staff reminder given • Parents / Carers informed by telephone call or email • General school behaviour system followed
2	<ul style="list-style-type: none"> • Not following school routine for arrival or departure • Not following the rules about sharing equipment or other items • Not following instructions on hygiene, such as hand washing or sanitising • Not moving around the school as per specific instructions • Not lining up within their bubble • Constantly getting out of their seat 	<ul style="list-style-type: none"> • Staff reminder given • Parents / Carers informed by telephone call or email • Record behaviour on behaviour log • Repeat perpetrators escalated to Level 3
3	<ul style="list-style-type: none"> • Repeated incidents from Level 2 • Not following school routine for arrival or departure – Repeated • Deliberately tampering with or touching another child's equipment or belongings • Deliberately tampering with hygiene materials such as soap or sanitiser • Deliberately tampering with bins or the contents of bins • Deliberately entering an area or zone that is out of bounds or which may compromise the health of children and staff in another group • Deliberately not keeping a safe distance from a child or adult from another group • Deliberately misusing the toilet areas and facilities 	<ul style="list-style-type: none"> • Time out with a Member of SLT • Parents informed • Repeat perpetrators escalated to Level 4
4	<ul style="list-style-type: none"> • Repeated incidents from Level 3 • Deliberately coughing or spitting at somebody • Any action that would usually require the need for restraint and which would severely compromise staff ability to remain socially distanced 	<p>Child will be sent home and a risk assessment must be completed to assess when the child can return</p>

3. Monitoring arrangements

We will review this policy as guidance from the local authority or Department for Education is updated, and as a minimum every 3 to 4 weeks during term time. At every review, it will be approved by the full governing board.

4. Links with other policies

This policy links to the following policies and procedures:

- > Child protection policy
- > Behaviour policy
- > Health and Safety policy
- > Safeguarding Policy
- > Child Protection and Safeguarding Addendum