

COVID Code of Conduct (CCC)

For students attending school from September 2021

Dear student and Parent/ Carer,

As we embark on this new academic year our primary concern continues to be the health of the students, staff and their families, particularly in light of new more easily transmissible variants. In order to maximise everybody's safety and reduce the likelihood of infection, a set of non-negotiable expectations that are **additional** to the usual code of conduct and positive behaviour management policy has been put in place and must be observed by **all** members of the school community. These expectations have been adjusted to conform with the Government's most recent guidelines for schools taking into consideration the specifics of our environment here at Hanley Castle. It is important to note that transmission through the air is now considered the most likely way in which the virus is transferred, especially in densely populated indoor spaces and as such we will continue to wear masks in these areas. We strongly advise that students carry a spare clean face mask with them each day as guidelines suggest that a damp face covering is less effective.

We hope that this Covid Code of Conduct will help to alleviate some of yours or your child's concerns regarding your child returning to school.

Parents and carers must not send their children to school with any symptoms of illness, however mild including new, continuous cough / high temperature / loss of taste or smell or other worrying symptoms. The school reserves the right to refuse entry to any student where there are legitimate concerns regarding the health of a student. It will be the parent's responsibility to collect the child within a 30-minute period where a child becomes unwell or appears unwell.

Those people who live in a household with a person who has tested positive should take a PCR test as well as the normal lateral flow tests. Currently, it is Government policy that close contacts can remain in school subject to a negative PCR test and a daily lateral flow test carried out at home. In the event of a positive test result, the student must self-isolate for at least 10 days and other members of the household should take a PCR test.

We are very optimistic that the Lateral Flow testing, initially in school then through home testing, will identify asymptomatic positives and as such reduce the likelihood of transmission in school. We hope that every member of our school community will engage fully with the process to afford optimum protection to us all and our families.

We expect every person in school to behave in a respectful and co-operative way which fully supports the principles of this contract. There will be a zero-tolerance approach to deliberate or willful breaches of this contract. Where a person refuses to comply with the Covid Code of Conduct, following contact from school, parents / carers must collect the child within a 30-minute period. This is non-negotiable and is in place to protect the wellbeing and health of our school community.

Please be aware that all staff members, including providers of school transport, will have a copy of this contract and as such it is in operation at all times from leaving home to arriving back home if travelling by bus.

In order to return to school, you and your child must agree to abide by all the parameters below. If you or your child are unable to sign this contract and agree to each statement, then your child will not be allowed to return to school.

There is no requirement for you to send a signed copy into school. Those students who are unable to comply with the Covid Code of Conduct should remain at home until advised otherwise.

Covid Code of Conduct statements:

Transport to and from school

I agree to observe social distancing on the journey to and from school by:

If travelling by bus:

- Wearing my face covering at the bus stop and at all times on the bus.
- Observing social distancing where possible whilst waiting at the bus stop and on the way to the bus stop.
- Getting on the bus one person at a time and observing social distancing.
- Where possible, sitting alone or sitting with others from my own year group.
- Remaining in my seat throughout the journey to and from school.

- Getting off the bus one person at a time leaving and observing social distancing to the best of my ability.
If travelling by car:
- I the **PARENT** agree to drop off and collect my child in the designated area at the far end of the temporary road on the school field, whilst observing the one-way system, entering via Church End and departing via Bowling Green lane OR as directed by a member of staff.
- I the **PARENT** agree to keep to the 5mph speed limit on the temporary road.
- I the **PARENT** agree to drop of my child at the start of the day before 8.45am
- I the **PARENT** agree to collect my child at the end of the day after 3.30pm. I will not leave my car or the park on the field whilst it is wet at any time.
- I the **STUDENT** agree to observe social distancing and by wearing my face covering on my way into school from the car, and on my way to the car from school.

Arrival at school

I agree to:

- Use hand sanitiser on arrival at school.
- To provide my own hand sanitiser, 2 x clean/ washed face coverings (to replace when they become damp), plastic bag and tissues (school supplies are limited).
- To proceed straight to my designated wet weather breaktime zone in a clockwise rotation around the school.
- To maintain social distancing where possible whilst moving around school.
- To wear my mask until I am in the classroom or in my designated year group zone.

Health screening and early collection

I the **PARENT** agree to the following:

- To the school carrying out health screening as required.
- To collect my child from school, within 30 minutes should the school deem that they appear to have become unwell or if they or have a positive LFD test result and then arrange for a PCR test.
- To keep my child at home should they display even the mildest symptoms which may be Covid related.
- To collect my child from school within half an hour should they refuse to comply with the Covid Code of Conduct.
- To support my child to carry out home testing (following testing and training in school) on Sunday and Wednesday evenings.
- To notify the school if the LFD test result is positive.

I the **STUDENT**

- Agree to take part in any health screening and comply with the outcome of this screening.

Movement around school and in lessons

I agree to observe social distancing and immaculate hygiene at all times when in school by:

- Remaining 2m from the nearest person where possible.
- Wearing my mask as directed by the school.
- Observing the SMS (Sanitise, Mask, Sanitise) protocol.
- Observing the clockwise one-way system around the school site and through corridors.
- Observing the designated entry and exit points for each room.
- Where possible, observing social distancing of 2m per person in toilets and corridors.
- Complying with the allocated seating arrangements in the classroom.
- Remaining seated at the end of the lesson until dismissed by the teacher.
- Regularly washing my hands with soap for 20 seconds.
- Sanitising my workspace as directed by the teacher at the end of lessons.

Break times

I agree to abide by arrangements for break times by:

- Strictly avoiding mixing with any other member of any other group.
- Bringing my own drink to school.
- Avoiding boisterous behaviour to reduce injury and maintain social distancing.
- Avoiding touching other students or sharing food.
- Remaining outside in my designated year group zone and not in corridors or inside buildings.
- Observing social distancing wherever possible.
- Remaining in the classroom in the seating plan should the weather be too wet to go outside.
- Wearing a face covering when queueing to purchase food or drinks.

Hygiene and Uniform

I agree to maintain my own personal hygiene by:

- Washing my hands thoroughly with soap for 20 seconds after I have used the toilets, before eating and where possible at other times.
- By using hand sanitiser as often as possible during the day and on the school bus.
- Wearing clean school full school uniform each day except on days when I have PE, then I will wear full Hanley PE kit (non-PE kit items will NOT be allowed. Sanctions may be applied for persistent offenders).
- Wearing a suitable face covering over my nose and mouth at all times except breaktimes in outdoor designated zones and during lessons.
- Adopting the 'catch it bin it kill it' approach to coughing and sneezing.
- Avoiding touching unnecessary surfaces.
- Avoiding touching my face.
- Avoiding sharing my equipment with others.
- Avoiding handing any items to the teacher or other students.

Toilets

I agree to observe the rules and regulations as directed below:

- To follow any rules on which toilets I am allowed to use.
- Washing my hands thoroughly with soap for 20 seconds after I have used the toilets.
- To strictly avoid congregating in the toilet area and only entering the toilet area when this complies with social distancing.
- To use the toilet at breaktimes.

General conduct

I agree to observe the follows rules and regulations:

- To follow all instructions.
- To avoid lateness.
- To do as adults ask without question.
- To work hard and to the best of my ability in all lessons.
- To stay focused and let others learn.
- To behave in a respectful, co-operative manner at all times.
- To bring my own equipment to school on the understanding that I will be unable to borrow any.

Accessing Support

In order to access support in school I agree to:

- Arranging an appointment with the key stage office through my tutor
- Speak to the adult on duty to gain permission to see key stage team at break
- To attend meetings with the key stage office/ school counsellor/ anxiety therapist on my own

Visitors to school

I agree to support the following:

- There will be no visitors permitted on the school site.
- As a **PARENT** if I wish to communicate with the school, I will do this by email or by telephone. I will NOT come onto the school site except to drop off or pick up my child by car and in this instance, I will stay in my car.

Fire bell and Lockdown

- I the **STUDENT** agree to comply with the rules and procedures regarding lockdown and fire emergencies as instructed.
- I agree to maintain social distancing in these instances.

Signed:

Student:

Parent/ Carer:

Please retain a copy of this CCC for your reference