



FORRES SANDLE MANOR

Behaviour and Expectations

Information For Parents

September 2020

A word from our Deputy Head



Dear Parents,

As we return to FSM is very important that your child(ren) understand that some site procedures & guidelines have changed.

These include:

- expectations for arriving at and leaving school
- hygiene practices
- lunch and break time routines
- any transitions between lessons
- safe use of school spaces and equipment.

It is essential that you read through the following practical information and share it with your child in advance. This is to ensure we have clear expectations. Our expectations of behaviour will remain high. It is particularly important that children listen & follow instructions – it is dangerous not to do so. During these continued times of heightened risk to health, it will be made clear to the children that unhygienic behaviour has to be reclassified from a minor transgression to something more serious.

It will be made clear to children when each of the bubbles are to remain separate and when socially distance flexibility of these bubbles exists.

Children will be allocated a desk and a chair in a specific room. They will not be allowed to wander or change their assigned position. All classrooms have been arranged to reduce risk as much as possible.

Toilet breaks will be highly regulated. Guidelines will be place to ensure hand-washing takes place before and after using the shared toilet.

Children **need** to be aware and understand many of the FSM values (such as sharing equipment) will be forbidden.

Whilst the framework below provides clear expectations for us all, please be assured it will be actioned on an age-appropriate basis.

Please do not hesitate to contact me, if you have any queries.

Yours Sincerely,

Mr William Peak, Deputy Head



FSM Graduated Disciplinary Response (GDR)



Alongside our usual GDR the additions below include specific actions relating to the current Covid-19 pandemic.

Stage	Examples of Behaviour	Possible Sanctions
1	<p>Not following school instructions on hygiene including:</p> <ul style="list-style-type: none"> • Handwashing and sanitising • Sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands • Rules about sharing any equipment or other items 	<ul style="list-style-type: none"> • Quiet reminder • Non-verbal signals • Name on board or strikes • Moved to another position / change of seating.
2	<ul style="list-style-type: none"> • Receiving three warnings (or strikes) from level one • Ignoring reminders about rules about not sharing any equipment, including drinking bottles • Spraying water from their bottle • Ignoring specific instructions regards moving around the school, including one-way systems or queuing 	<ul style="list-style-type: none"> • Missing a break time. • Waiting outside the Deputy Head's office
3	<ul style="list-style-type: none"> • Coughing or spitting at or towards any other person • Not following instructions on who pupils can socialise with during school hours, this may include siblings • Not following out of bounds instructions or rules at breaks or lunchtimes • Not disclosing symptoms of coronavirus • Deliberately misusing the toilets 	<ul style="list-style-type: none"> • A meeting with the Headmaster • Parents informed and child withdrawn from classroom. • Internal suspension for morning or afternoon to include a lunchtime. • A behaviour contract may be introduced at this point.

Depending on the context of individual situations (including the response from the child) the sanction could be increased immediately. All disciplinary incidents with Upper School children should be recorded by Deputy Head – Academic, who informs the relevant staff of the event and action the next morning. The Deputy Head - Academic will regularly review to look for any patterns of behaviour and inform staff / parents if there are points of note or concerns.