

# Parent, Carer & Child Code of Conduct

## March 2021

*Thank you for helping us to keep each other safe*

### **Entering school & leaving school**

- Parents/carers must remain socially distanced from everyone other than family members.
- Parents/carers must wear a mask on entering the school site (unless exempt).
- Only 1 parent or carer should accompany or pick up their child from school.
- EYFS & KS1 parents/carers should drop their child off via their allocated entrance and then leave via the allocated route as soon as they have dropped their child off.
- EYFS & KS1 parents/carers should not allow their children to play on or with any of the school playground equipment.
- Nursery parents and carers should not enter the nursery playground, but drop their children off at the gate.
- KS2 parents should drop off and collect their children from the end of the school drive and leave the area immediately.
- Children should arrive at school during their allocated time slot.
- Parents/carers are not to enter school building unless requested to do so by a member of staff.
- Please e-mail the school office with messages for school staff, or if you need to discuss something with a member of staff. We will get back to you as soon as we can.
- Parents and carers should arrive just before their allocated pick up time.
- Children should not run around on the playground or run off down the drive at the end of the day, but should remain with their parent/carer.
- Children must wash their hands on entering school.
- Children must remain in allocated areas on the playground and within the school building.
- Children must use the correct routes when moving around school.
- Children must only use the toilets that have been allocated for their group.

**If any member of staff requests or reminds about social distancing or any other health and safety issues, it is important that these instructions are followed immediately.**

### **What your child will need to bring**

- A named water bottle to be taken home daily, washed and refilled.
- KS2 children will need to bring their own healthy snack (fruit or vegetables) to eat at break time.
- If required, children should bring a packed lunch, in a named, small lunch bag.
- A waterproof coat or sun hat depending on the weather.
- Mobile phone if a child walks to school unaccompanied. These must be turned off before entering the site.
- Book bag.

### **What your child should not need to bring**

- Rucksacks or large bags.
- Toys or Footballs.
- Items for show and tell, unless instructed to by the class teacher.

### **Uniform**

- Full school uniform should be worn on the days the children are not doing PE.
- Girls choosing to wear trousers should not be wearing leggings as an alternative.
- An extra layer can be worn in the classroom as the windows will be open to ensure proper ventilation. This should be as close to our school uniform in colour as possible.
- School shoes should be worn if possible. Until non-essential shops have re-opened, the children can wear alternative footwear, but this must be appropriate for running around outside, and should be dark if possible.
- Children should come in their PE kit on allocated PE days. Their team colour t-shirt, a sweatshirt, shorts and jogging bottoms should be worn. NO HOODIES please as they are dangerous in PE.

### **Hygiene**

- Children must wash their hands thoroughly for at least 20 seconds at regular intervals throughout the day as directed by their teacher.
- Children should be aware of how to catch coughs and sneezes in their inner elbow.
- Children should use the alcohol gel as directed by their teacher. They must not bring their own gel from home unless they have a medical reason (please e-mail the school).
- Main toilet doors will be kept open at all times.

## **If there is a suspected case of COVID-19**

- If your child becomes unwell while at home, you must let the school know immediately.
- If your child becomes unwell while at school, and shows recognised symptoms of COVID-19, a member of staff will take the child to the isolation room. Parents/carers must make arrangements for the child to be picked up as soon as possible.
- If a child develops symptoms compatible with COVID-19, they are to self-isolate for 10 days. All members of their household should self-isolate for 10 days from the onset of child's symptoms, or from two days before the test date if they are asymptomatic.
- If a member of your household develops symptoms compatible with COVID-19, you should inform the school immediately and the child should remain off school for 10 days from the onset of symptoms, or from two days before the test date if they are asymptomatic.
- All children who display symptoms of COVID-19, and are encouraged to get tested. Please inform the school as soon as any test results are received.
  - If the test result is negative, the child can return to school when they recover from their illness.
  - If the test result is positive, the child will be required to isolate for 10 days from the onset of symptoms.
- If a child or adult in the class/group tests positive:
  - the school will inform Public Health England, who are likely to advise that the rest of the group should self-isolate for 10 days from the onset of symptoms, or from two days before the test date if they are asymptomatic.
  - The other household members of that wider class or group do not need to self-isolate unless the child or staff member they live with in that group, subsequently develops symptoms.
- **It is essential that the school holds your correct contact details and that in case of an emergency there is always at least one contact that would be able to collect a sick child within an hour of a phone call.**

## **Lunchtime**

- Children in Nursery, Y2, Y3, Y4, Y5, Y6 will be eating their meals in their classroom.
- Children in YR & Y1 will be eating their meals in the hall on allocated tables & sides of the hall.
- Tables will be cleaned before and after eating.
- Children will wash their hands before eating.
- Lunchtimes will be staggered ensuring classes do not mix on the playground.

## **Behaviour**

- The school's behaviour policy will be followed, including an addendum which states:  
*Any pupil who commits serious or persistent breach of the COVID-19 protection rules may be sanctioned by the headteacher using the full range of sanctions available, dependent on the seriousness of the breach, up to and including in extreme cases permanent exclusion.*

## **Reporting breaches**

- If you see a member of staff, parent/carers or child breaking the code of conduct, please inform Sarah Evans immediately via [admin@qbpa.org.uk](mailto:admin@qbpa.org.uk)