

TCA – COVID 19 Behaviour Policy Addendum (Remote Learners) - January 2021

Pupils engaged in online lessons are expected to treat each other with the same level of respect expected in face to face lessons. Failure to adhere to appropriate conduct will result in the following tiers of escalation being applied.

Level	Dealt with by	Example of Concern(s)	Possible Action
1	The 'Virtual' Teacher	Low level disrespect or inappropriate behaviour during the school hours to teacher or peers including inappropriate use of MS Teams chat function. E.g. rudeness, not following instructions.	Student to be given a warning and reminded of behaviour expectations whilst studying remotely. E-mail/Telephone parent/carer. Log phone call. Refer to HoD / RSL / Student services.
2	HoD RSL Student Services	Repeated instances of Level 1. Offensive language towards pupils or staff, verbal or in MS Teams Chat. Rudeness towards staff. Inappropriate behaviour online towards other pupils.	Telephone / email parent/carer. Log phone call Inform the relevant HoD / RSL / Student services so all aware. Restrictions placed on the use of ICT facilities/learning platforms for a limited period*. Parents / Carers will be responsible for ensuring work is carried out online from Oak National Academy in line with teacher's direction.

3	SLT	<p>Repeated instances of Level 2</p> <p>Inappropriate comments about other students and/or members of staff on any online platform.</p> <p>Racist, homophobic, bullying, discriminatory language/behaviour.</p> <p>Any attempt to contact or 'friend' staff on social media and engage in poor behaviour online that disrupts others learning.</p>	<p>Telephone / email / Home visit parent/carer.</p> <p>Reiterate the ICT policy to ensure that the student(s) is/are clear about our expectations</p> <p>Restrictions placed on the use of ICT facilities/learning platforms for a limited period*. Parents / Carers will be responsible for ensuring work is carried out online from Oak National Academy in line with teacher's direction.</p> <p>Weekly contact with parent/carer for duration.</p> <p>Record on CPOMS. Log on Behaviour Support Plan if relevant.</p> <p>Refer to <u>AP Behaviour</u> if:</p> <p>Hate crime needs to be logged with police.</p> <p>The issue/incident would usually result in a Fixed Term Exclusion.</p> <p>If the PL believes that a referral to an outside agency is required A continuation of concerns after PL intervention</p>
4	<p>AP Behaviour</p> <p>Senior Vice Principal</p> <p>Principal</p>	<p>The issue/incident would usually result in a Fixed Term Exclusion</p> <p>If safeguarding believes that a referral to an outside agency is required.</p>	<p>In consultation HoD / RSL / Student services</p> <p>Telephone parent/carer to discuss issue/concern</p>

			<p>Restrictions placed on the use of ICT facilities/learning platforms for a limited period*. Parents / Carers will be responsible for ensuring work is carried out online from Oak National Academy in line with teacher's direction.</p> <p>Daily contact with parent/carer for duration.</p> <p>Review with parent/carer and agree a plan of action before re-instating ICT facilities/learning platforms.</p> <p>Reiterate the ICT policy to ensure that the student(s) is/are clear about our expectations</p> <p>Risk Assessment.</p> <p>Referral to Police and/or outside agency</p>
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Notes:

*Pupils will have their password changed for Office 365 by Student Services with the new one being given to parents / carers when they can return. Details of work will be sent to parent's/carer's email address via class teachers/Hods.

Jon Siracusano
Assistant Principal – Behaviour - January 2021