Virtual School - Classroom Procedures and Expectations

The Ian Mikardo Virtual School is now up and running and it has been fantastic to see it being taken up by our students. We can anticipate a growth in the volume of students taking part with learning as the computers that have been distributed begin to allow access to the learning platform.

It is important for us all to be mindful of staying safe online and continuing to exercise our professional responsibilities as we would do when physically at school.

Below are guidelines for managing classroom behaviour. The guidelines are not exhaustive nor inclusive of all behaviours that we will potentially be presented with. The guidelines follow the principles and ethos of our approach and our practice in the physical school needs to be extended to our virtual one.

Please refresh your knowledge of the 'Behaviour, discipline and anti-bullying' policy which has been emailed.

It is important to remember that our students' needs are related to their SEMH profiles and will require guidance and effective modelling to manage themselves appropriately online.

Whilst it would be impossible to anticipate every challenge we will be presented with, the guidelines and of course your training and experience garnered through your career at IMHS will help to support you with the decisions you need to make and respond to the difficulties you may encounter.

A member of SLT will be available to supplement the role of the on call person, so our guidance and support are assured and only a click away!

It is important to remember that for every session, at least two members of staff are present and available to work with students.

Managing Online Classroom:

It is our responsibility to set the standard of expectations and manage behaviour online.

- Students have been emailed with a set of expectations for appropriate behaviour online.

Inappropriate Language:

If students are using inappropriate language online, the teacher should challenge this and offer an alternative choice of vocabulary, giving students the opportunity to express themselves more effectively and appropriately.

If students continue to use inappropriate language and in a deliberate or abusive manner, they need to be reminded of our expectations for appropriate dialogue.

If this persists, it may be useful to point out that the text conversations are recorded and that you will need to take the student out of the group to speak with them individually.

There is the opportunity for the Teacher to direct the TA to contact the student for a one to one discussion – during which a conversation can take place with the student to support their possible return to the session.

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It may be appropriate to conduct conflict resolution online also – See 'Conflict Resolution' below.

If the conversation does not resolve the issue for the student then they should not re-join the group – support should be sought from the 'on call' person who is identified on the daily timetable – this person should be briefed on what has taken place and should engage with the student to support resolution allowing the TA to return to the session

The TA/Teacher should then contact the teacher of the next session to brief them on what has happened and inform of any actions or resolutions that have been arrived at.

Teachers & TA's should then feedback to the Team at the afternoon de-brief.

Record the incident on SIMS.

Bullying Behaviour:

Our ethos revolves around awareness, understanding, and consideration of others' needs, compassion, equality, tolerance, and inclusion. Our approach reflects these principles.

Every member of staff is responsible for creating this environment which enables young people to engage with effective learning. We believe that by treating our students as individuals and providing them with comprehensive support they will be able to fulfil their potential. We also believe that education can and should be fun, and that our students benefit from the sense of playfulness that permeates the school, and the creative opportunities we offer.

 Our ethos aims to:

- Encourage mutual respect throughout the school community
- Help each student to develop a sense of responsibility for their behaviour
- Foster each student's emotional wellbeing, including their ability to express their feelings and emotions
- Develop each student's social and communication skills.
- Develop a sense of social and moral responsibility within the school and the wider community

As such, we need to establish the same approach in the Virtual School as we do in the physical one.

We deal with incidents in a timely and proportionate way. We ask students whether they understand what they are saying, and make sure that they understand why they are being hurtful and offensive and that their language/action has had a negative impact on other people.

Should bullying manifest during your session:

- Describe the behaviour - to avoid any misunderstandings
- Point out the impact on others. Remind student of the norm

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- If necessary – remove the student from the Team session to 'speak' with the TA or the on call person.
- If appropriate – arrange for a conflict resolution to take place and inform the next session teacher of the incident and any actions/resolutions that have been arrived at.
- If necessary – inform a member of SLT who will support finding a resolution.
- Report the incident at your Team de-brief to be actioned.
- Record the incident on SIMS

Conflict Resolution:

Conflict resolution is at the heart of the dialogic and psychodynamic approach that underpin the Ian Mikardo methodology.

Where possible, this should continue within the Virtual School and is perhaps more important now, given that our students may be feeling isolated and more vulnerable given the current situation.

When Conflict Resolution is necessary:

- An invitation will be sent at the direction of or through communication with the teacher or member of the welfare team/SLT if available.
- Both parties will invited to join a conversation online.
- The conflict resolution will then be conducted through the usual processes with the aim of finding a successful outcome.
- The staff member facilitating the resolution may wish to seek the support of a member of SLT who will make themselves available to support or deal with the incident should it be referred.
- A record of the intervention should be kept on SIMS.
- The incident and resolution should be reported at the daily Team de-brief and any further actions agreed there.

We cannot guarantee that students will participate but every effort should be made to support our students through the mechanisms and processes in place at school and at our disposal through he Virtual School.