

COVID-19 Response Plan
2020 -21 Plan for Re-opening of the School during Covid-19

Planning and Preparing for the return to school

Arrival and Dismissal:

- **Arrival time** to school will remain unchanged, children can arrive to school between 8.50 and 9.10 every day. The 20 mns. will decrease congestion.
- **Home times** will be split to facilitate the safe dismissal of students without causing congestion at the school gates.
 - Junior Infant classes will finish school at 1.25
 - Senior Infant classes will finish school at 1.30
 - 5th. and 6th. classes will finish school at 2.25
 - 3rd. and 4th. classes will finish school at 2.30
 - 1st. and 2nd. Classes will finish school at 2.35
- Children will arrive at school and enter through a specific school gate and specific school entrance. The gates will be colour coded to help all children clearly understand where their gate is located. Please see below.
- At arrival and departure times of children, social distancing is to be maintained by children and parents.
- All Parents/guardians must drop their child to their designated gate. Staff will be assigned to each gate to help the children proceed to their allocated entrance door.
- Parents **must arrive on time** for leaving and collecting their child
- Parents/guardians **will not** be allowed inside the school gates at arrival and dismissal times
- Only parents and or carers who are well and have no symptoms of covid-19 or who have served the required quarantine time of 14 days, where required, can drop off and collect

children. Any parent/guardian/carer who is in the high risk category should not drop off or collect children to protect themselves.

- When collecting a child from the school gates a face covering is recommended. This is for your own safety and the safety of everyone you may meet, outside of the school gates.
- Class teachers will walk their class to their designated gate

Gates:

Each class is assigned a certain gate:

Gate 1 (The Church Gate)

Teacher	Class	Room
Ms. Gorby	2 nd . Class	R.19
Ms. McNamara	2 nd . Class	R.20
Mr.Horgan	4 th . Class	R.21
Ms. Higgins	Seomra Fiona	R.22
Mr.O'Connor	3 rd . Class	R.11
Ms. Clancy	4 th . Class	R.12
Mr. Corry	6 th . Class	R.13
Mr. Murphy	6 th . Class	R. 14

Gate 2: **The Red Gate** (The Small Gate beside the staff car park)

Teacher	Class	Room
Ms. Lacey	5 th . Class	R.1
Ms. Flaherty	5 th . Class	R.2
Ms. Lane	Senior Infants	R.3

Gate 3: **The Blue Gate** (The Middle Gate)

Teacher	Class	Room
Ms. Fitzpatrick	Senior Infants	R.4
Ms. Byrne	Junior Infants	R.5
Ms. Heffernan	Junior Infants	R.6

Gate 4: **The Yellow Gate** (The lower Gate opposite the yard)

Teacher	Class	Room
Ms. Molumby	1 st . Class	R.7
Ms. Gannon	1 st . Class	R.8
Ms. Lanigan	3 rd . Class	R.9

Junior Infants:

- 28th. August Junior Infants will start to arrive at **9.30 a.m.** Five children will arrive every 10 minutes (**parents will be notified of their allocated times**)
- **31st. August onwards** Junior Infants will arrive at the same time as the rest of the school (8.50-9.10)
- **For the first two weeks** Children will finish school at 12 noon

Collection of Children during the School day:

If a child must be collected during the school day, the following arrangements apply:

- When an adult arrives at the school, they should either phone the office (045-866964) or use the intercom at the front door of the school to alert the office that they have arrived
- The child will be brought from their class to the adult **outside of the front door** by a member of staff
- The adult who is collecting will be asked to sign the child out
- No adult should enter the school building, unless invited to do so

Break Times:

Department of Education and Skills (DES) guidelines state that the risk of transmission from contact with outside surfaces or play areas is low. However, we have revised our break-times to ensure the minimum contact and maximum distancing between 'bubbles'(classes) . Each child will have a 10 mns. break and a 30 mns. break each day. These breaks will be staggered
Group 1 (Small break 10.40-10.50) and (Big Break 12.00-12.30)
Group 2 (Small break 10.50-11.00) and (Big Break 12.30-1.00)
Group 3 (Small break 11.00-11.10) and (Big Break 1.00-1.30)

In this way each class 'bubble' will be given an area to play in without having to mix with other 'bubbles'(classes).

Group 1:

10.40-10.50 (Small Break)

12.00-12.30 (Big Break)

	Teacher	Class	Room
1.	Ms. Lacey	5 th . Class	R.1
2.	Ms. Flaherty	5 th . Class	R.2
3.	Ms. Lane	Senior Infants	R.3
4.	Ms. Fitzpatrick	Senior Infants	R.4
5.	Ms. Byrne	Junior Infants	R.5
6.	Ms. Heffernan	Junior Infants	R.6

Group 2:

10.50-11:00 (Small Break)

12.30-1.00 (Big Break)

	Teacher	Class	Room
1.	Ms. Molumby	1 st . Class	R.7
2.	Ms.Gannon	1 st . Class	R.8
3.	Ms. Lanigan	3 rd . Class	R.9
4.	Ms.Gorby	2 nd . Class	R.19
5.	Ms. McNamara	2 nd . Class	R.20
6.	Mr. Horgan	4 th . Class	R.21

Group 3

11.00-11.10 (Small break)

01.00-01.30 (Big Break)

1.	Ms. Fitzgerald	R.10	4 th . Class
2.	Mr.O'Connor	R.11	3 rd . Class
3.	Ms. Clancy	R.12	4 th . Class
4.	Mr. Corry	R.13	6 th .Class
5.	Mr. Murphy	R.14	6 th .Class

Communication with the school

- Parents/guardians must make an appointment to meet with the class teacher or to enter the school building. Appointments can be made in relation to meeting a teacher and/or having a phone meeting by contacting the school office or by email. Every teacher will have a school email and the details will be distributed to every child.
- Meetings with class teachers can only be accommodated before 8.50 or after 2.45pm.

- Visitors will be asked to **call the school when they arrive** for a meeting or **ring the external school bell**. They will be admitted to the school by the school secretary and will follow all rules in relation to filling out contact tracing forms, hand hygiene and to wear a face covering.

The School Building:

- A hot water system was put in place over the Summer holidays, to ensure that all classrooms, staff toilets, learning support rooms, first-aid room and staff room will have access to warm water to ensure optimum hand hygiene is practiced by students and staff.
- Excess furniture was removed from all classrooms to allow for safe social distancing of pupils and teachers. All staff will reconfigure their classrooms to ensure a one metre distance between pupils where possible.
- This will also ensure there are less surfaces which could be contaminated thus reducing the risk of transmission. The excess furniture in the staffroom was removed to facilitate social distancing between staff at lunch times.
- One -way system: There is a one -way system in place in the staff room. Staff will enter the staffroom via the door in the 5th. class corridor and exit via the door to the school garden and then via the door to the 4th. class corridor. This will ensure staff entering the staffroom and exiting the staff room do not cross over or meet.
- The photocopier/printer was removed from the secretary's office to reduce congestion
- All staff will reconfigure their classrooms to ensure a one metre distance between pupils where possible
- Resources that can be easily cleaned will be used and toys and materials that are difficult to clean e.g. dress up clothes or soft toys during this temporary Covid-19 emergency will not be used.

Hand sanitisers and equipment

- Hand sanitisers will be located at all entrance/exits to the school and along the corridors.
- Parents must ensure that all the child's equipment/books/copies are labelled with the child's name as equipment/books cannot be shared.
- Books must be covered with plastic covering
- Parents are to ensure that their child knows and uses the protocols around coughing/sneezing/use of tissues/hand sanitisers prior to returning to school.
- Parents must ensure that all lunch boxes/water bottles are sanitised using alcohol wipes before being placed in the child's schoolbag each day. Parents may like to consider using paper bags as opposed to plastic lunch boxes to hold lunches.
- Water bottles are to be filled at home and before coming to school.
- Children are to wash their hands before leaving for school.

Uniforms

- There is no guidance or advice to say that school uniforms or tracksuits should be washed every day, and this is probably not practical for most families.
- Children's uniforms must be clean and washed regularly as a child may have coughed or sneezed into their sleeve as per coughing protocols.
- We will follow our normal practice in relation to uniforms. Children are to wear tracksuits on PE days and uniform on other days. You will be told by the class teacher which days to wear a tracksuit. Junior and Senior Infants to wear tracksuits every day.

Personal Equipment

- As books will not be carried from school to home, children will leave most of their books in school.
- Boxes will be provided for each child (1st-6th) classes to keep their books in.

Lunches

Parents/guardians must make sure that children bring their lunches to school to avoid adults having to come to the school during the day. Children are not permitted to share their food or drinks with other children.

Lost and Found

We will no longer be able to facilitate lost and found for school jumpers etc. Please ensure that all clothes and belongings are clearly labelled with the child's name, room number and a parent's contact number. It is the parents and child's responsibility to ensure that pupils have all their belongings with them when leaving the building each day.

The Use of Personal Protective Equipment (PPE)

- It is currently not recommended in Ireland for children under 13 to wear face masks as a mitigation strategy against the transmission of the coronavirus.
- Where it is not possible for teachers/staff to maintain a safe distance of 2 metres from children, the wearing of face masks/visors will occur.
- Staff who are attending to particular care needs or who are administering first aid or dealing with a suspected case of Covid-19 will wear appropriate PPE including gloves and face masks.

Dealing with a suspected case of Covid-19

Pupils should not attend school if displaying any symptoms of Covid-19. If a pupil displays symptoms of Covid-19 while in the school the following procedures will be implemented:

- Parents/guardians will be contacted immediately to bring the child home.
- The child will be accompanied to the designated isolation area via the isolation route by a member of staff. The staff member will remain at least 2 metres away from the symptomatic child and will also make sure that others always maintain a distance of at least 2 metres from the symptomatic child.
- A mask will be provided for the child presenting with symptoms. He/she should wear the mask if in a common area with other people or while exiting the school.

- The school will facilitate the child presenting with symptoms to remain in isolation if they cannot immediately go home.
- The child presenting with symptoms will be advised to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and to put the tissue in the waste bag provided.
- If they are too unwell to go home or advice is required, the school will contact 999 or 112 and inform them that the sick child is a Covid-19 suspect and follow advice provided.
- Arrangements will be made for appropriate cleaning of the isolation area and work areas involved.

The HSE will inform any staff/parents who have come into close contact with a diagnosed case via the contact tracing process. The HSE will contact all relevant persons where a diagnosis of COVID-19 is made. The instructions of the HSE should be followed.

Children who should not attend school

If your child is in one of the following categories, they should not attend school –

- Children who have been diagnosed with Covid-19
- Children who have been in close contact with a person who has been diagnosed with Covid-19
- Children who have a suspected case of Covid-19 or the outcome of a Covid-19 test is pending
- Children who have been in contact with a person who has a suspected case of Covid-19 and the outcome of a Covid-19 test is pending
- Children with underlying health conditions who have been directed by a medical professional not to attend school
- Children who have returned home after travelling abroad and must self-isolate for a period of 14 days
- Children who are generally unwell

Children in High Risk Groups: Parents should seek advice from their GP/Specialist if they think their child is in a high-risk group. They should inform the principal of the advice given.

Monitoring and Review

This Response Plan for re-opening the school is viewed by the Board of Management as a 'working document' and will be reviewed and updated regularly as and when it is necessary, taking into account new guidance from www.gov.ie, www.hse.ie, www.hpsc.ie, www.hsa.ie, www.education.ie or agreements with education partners as appropriate for primary schools.

Nick Coy
Chairperson of the BOM

Date 19.08.20

