**Underlying Principle**

* The school has a responsibility to make every effort to ensure the safety, health and well-being of all members of our school community – children, parents and staff. This plan has been formulated to better ensure that the school can exercise that duty of care.
* Assuming it is in keeping with public health advice and guidelines issued by the Department of Education and Skills, it is preferable for all children to return to school for all five days of the school week and for a full school day. This plan has been formulated to achieve that aim.
* It is not possible to eliminate the risk of infection. However, with the co-operation of all members of our school community, it is possible to minimise the risk of the virus being introduced to school and the consequent risk of its spread.
* As well as co-operation, the flexibility and goodwill of all will be required to ensure the plan can be implemented.

**Assumptions**

* All children return to school and classes operate within a bubble system
* The school is split into 2 groups with each group having different starting times, break times and lunch times.
* Groups will be constituted of two groups

Group 1 5th/6th and 1st/ 2nd

Group 2 Infants and 3rd/4th

* The day will include 2 x 20 minute breaks
* Within each class from infants to 2nd, the children will be further divided into pods, with a minimum distance of 1 metre being maintained between pods. Classes from 3rd to 6th will be seated at a minimum distance of 1 metre between children
* Hand sanitiser will be available at all entry points and in all class and support rooms

**Timetables**

|  |  |
| --- | --- |
| **Timetable for Group 1** | **Timetable for Group 2** |
| **9.10 to 9.20 – School start****10.50 eat in class** **11.00 to 11.20– Break time****12.50 eat in class****12.55 to 1.15– Lunch time****2.50 finish** | **9.20 to 9.30 – School start****10.35 to 10.55– Break time****10.55 – eat in class****12.30 to 12.50 – Lunch time****12 50– eat in class****2.00– Infant classes finish****–3.00 3rd / 4th finish school** |

**Key to Entrances & Exits**

|  |  |
| --- | --- |
| **Entrance and Exit Points** | **Number** |
| **Front door** | **1** |
| **Fire exit beside 3rd/4th class room**  | **2** |
| **Fire exit in infant room** | **3** |
| **Front hall door** | **4** |
| **Back hall door** | **5** |
| **Back door to yard** | **6** |
| **Front gate** | **7** |
| **Side front gate** | **8** |
| **Car park gate** | **9** |

**Entrance & Exit Points for Specific Classes**

|  |  |  |
| --- | --- | --- |
| **Teacher**  | **Class** | **Entrance & Exit Point** |
| **Ms. Flynn morning and finish** | **Jun Inf/ sen inf** | **7 and 1** |
| **Ms Flynn breaks** | **Jun Inf/ sen inf** | **5** |
| **Mr Carroll morning** | **1st/2nd** | **7 and 5** |
| **Mr Carroll breaks** | **1st/2nd** | **5** |
| **Mr Carroll finish** | **1st/2nd** |  **5 and 9** |
| **Ms. Fullam morning and finish** | **3rd/4th** | **7 , 8 and 2** |
| **Ms Fullam breaks** | **3rd /4th** | **2** |
| **Ms Dunne morning and finish** | **5th/6th** | **7,8 and 2** |
| **Ms. Dunne breaks** | **5th/6th** | **2** |

**Junior and Senior Infants**

From 27th Aug till Sept 4th all infant classes will finish at 12.30.

Junior infants will continue to finish at 12.30 until Sept 18th

**Arrival at school**

* Each group should aim to arrive at the school in the 10 minutes allotted to their group. Anyone arriving late should go directly to their entry point and wait to be admitted by a teacher

**Group 1– 9.10 – 9.20**

**Group 2 – 9.20 – 9.30**

**.**

* We ask for co-operation with these times as it will mean that the numbers congregating on school grounds at any one time will be minimised.
* Each class should line up at their designated point with social distancing observed.
* The class teacher will invite the children to enter the building via their designated entrance point at the appropriate time.
* No adults, other than staff members, should enter the building.
* Messages for teachers can be sent by email or by phoning the school office.
* Any items to be delivered to school during the day can be left in the foyer on the table allocated bagged and marked with the child’s mane. You may also phone the school to let us know such deliveries are being made.

**End of School Day**

* Adults, who are collecting children from school at the end of the day, should wait on the footpath or in the area in front of the front door appropriately social distancing
* When the school day is over the following arrangements will apply –
	+ Jun Inf / Sen inf - the class teacher will bring the children to their designated entrance/exit point and will release the children into the care of the adult who is there to collect them
	+ 2nd – 6th Class – the class teacher will allow each group to leave the classroom separately in order to minimise contact

**Collection of Children during the School Day**

If an adult has to collect a child during the course of the school day, the following arrangements will apply

* When the adult arrives at the school, they should either phone the office or use the buzzer 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 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

# 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 building, the following are the procedures will be implemented:

* Parents/guardians will be contacted immediately
* The child will be accompanied to the designated isolation area ( Staff room) via the isolation route by a member of staff. Where possible the staff member will remain at least 2 metres away from the symptomatic child and will also make sure that others maintain a distance of at least 2 metres from the symptomatic child at all times
* A mask will be provided for the child presenting with symptoms, if one is available. He/she should wear the mask if in a common area with other people or while exiting the premises
* An assessment will be made as to whether the child who is displaying symptoms can immediately be brought home by parents and call their doctor and continue self-isolation at home
* The school will facilitate the child presenting with symptoms to remain in isolation, if they cannot immediately go home, and will assist them by calling their GP.
* The child presenting with symptoms should 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 the child is well enough to go home, the school will arrange for them to be transported home by a family member, as soon as possible, and advise them to inform their GP by phone of their symptoms. Public transport of any kind should not be used
* 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.
* 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 and the outcome of the test is pending
* Children who have been in contact with a person who has a suspected case of Covid-19 and the outcome of the 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

**Supporting the Learning of Children who cannot attend school**

If a child is not able to attend school for an extended period of time, the class teacher (and/or the learning support teacher, where relevant) will provide suggested activities to support the child’s learning at home.

**Impact of a Suspected or Confirmed Case of Covid-19 in a Class**

If the school is notified that a person in your child’s class has a suspected or confirmed case of Covid-19

* Public health advice will be sought and followed.

**Uniforms**

We suggest that to allow for washing that PE uniforms and regular uniforms be worn alternately.

First day Regular school uniform

Day 2 PE Uniform

Day 3 Regular uniform

Day 4 PE Uniform

It is unimportant if some children are wearing PE uniform and others are wearing regular uniform on any given day.

**Personal Equipment**

* It is requested that all children bring a personal toilet bag (a ziplock bag) containing a face cloth packet of tissues and hand sanitising wipes ( for infants) or hand sanitising gel clearly bearing their name. This bag is for their own use only and should ideally be changed each day.
* All children must have a school pencil case containing all the items they will need in class ie pencil, eraser, parer and colours. These items must be clearly labelled. Sharing of such items cannot be allowed due to risk of infection.
* It is further requested that all items have the child’s name on them for ease of identification.
* Schoolbags containing books and child’s property will be kept in school. Children will only need to bring their toilet bag and lunch box and drink to and from school each day. A homework system will be set up within the first month.

**Shared Equipment**

By necessity, some classroom equipment needs to be shared including tablets, laptops and the equipment used for structured activities and play in Infant classrooms. Cleaning of such shared equipment with wipes or other cleaning products will take place at regular intervals to minimise the risk of the spread of infection.

**Yards**

Each group of classes will have access to the yards during their allotted break times as follows –

 3rd/ 4th then 5th/ 6th half cement yard and grass area next to the pub.

Infants then 1st/ 2nd class half cement yard and grass area next to the church.

Cones and tape will mark the divide between the 2 areas.

 During breaks children are encouraged to use their class allocated toilets when possible but if necessary main girls and boy’s toilets will be used.

All toilets will contain wall mounted anti-bacterial soap and paper towelling from a wall mounted unit as well as hand sanitiser units at toilet entrances.

The use of hand dryer is not encouraged due to the risk of spreading infection.

**Learning Support**

In keeping with our Special Education policy, learning support will be provided by a blended approach of in-class support and withdrawal. The provision of support will be organised to ensure our support teachers will work within the confines of a bubble.

* Where a support teacher is working alongside a class teacher in a classroom, both teachers must be mindful of maintaining social distance from one another.
* Where children from 3rd to 6th Class receive support in one of the SET rooms, social distancing of 1 metre will be maintained between each child in the group.
* The tables and chairs in SET rooms will be wiped clean in between different groups attending.

**PPE**

While it is not envisaged that PPE will be worn by staff in general, staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves and face masks. Each staff member will also have a face shield/ mask to use if in close contact with another individual.

**Teacher Absence and Substitution**

In the event that a teacher is unable to attend school, every effort will be made to secure a substitute teacher for the class. If a substitute teacher is not available, it is not appropriate for the class to be divided into groups and accommodated in other classes. In such circumstances, it may not be possible for the class to attend on that day. If that is the case, as much notice as possible will be given to parents.

**Ventilation**

**In as much as is possible windows and doors throughout the building will be opened during breaks and on a regular basis for ventilation to prevent the spread of infection.**

**PE**

Where possible, PE should take place outdoors and use of equipment should be confined to the sets that have been distributed to class groupings. If the PE hall is being used by class groupings, common touch points should be cleaned at intervals throughout the school day.

**Extra-curricular Activities**

The possibility of facilitating extra-curricular activities will be explored. However, it would not be recommended that children from different bubbles would participate in extra-curricular activities at the same time. The staggered finishing times will also make the scheduling of after-school activities problematic. Further updates will be provided in September.

**Staff**

**Breaks will be taken in school hall. The fridge, kettle,microwave and coffee machine will be moved to the kitchenette area of the hall.**

**Staff are asked to bring all their own utensils with them and to also bring them home with them.**

**The staffroom will serve as an isolation area for suspected cases of COVID 19.**

**The principal’s office will also serve as a secondary isolation area should it be necessary.**

**Staff will also be given the necessary cleaning equipment to clean their own working area and will also continue to have access to general cleaning equipment.**

**A laminated wipeable cleaning checklist will be used for each classroom to help with cleaning routine.**

**The Lead Worker Representative will be Ms JA Dunne.**