

## **Plan for Reopening of Scoil Bhríde Cailíní - August 31<sup>st</sup>, 2020**

Dear Parents/Guardians,

We hope you and your families continue to keep safe and well.

As you are aware, our school has been closed since March 12<sup>th</sup> due to the COVID-19 situation. We are now hoping to reopen our school safely, in line with current guidance and recommendations.

Reopening the school safely will require the co-operation of every member of our school community. We will all be called on to play our part in ensuring that the reopening of the school is done in a safe manner, which prevents the spread of the virus and allows the vital work of teaching and learning to proceed with as little disruption as possible. We have been working on our plan for the safe reopening of the school for some weeks now.

The Department of Education and Skills “COVID-19 Response Plan for the Safe and Sustainable Reopening of Primary and Special Schools” is available to read on our school website. We have also published our COVID-19 Policy Statement and Risk Assessment on the school website.

The following procedures are addressed in this document.

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## Underlying Principles

- 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.
- The school is making every effort to safeguard 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.
- It is not possible to fully 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.
- **Parents must ensure that all contact details provided to the school are up to date and that someone is always contactable on the numbers provided.**
- As well as co-operation, the flexibility and goodwill of all will be required to ensure the plan can be implemented.

## Children who should not attend school

If your child is in one of the following categories, it is essential that they do not attend school under any circumstances.

- 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 are required to self-isolate for a period of 14 days
- Children who are generally unwell

**If your child displays any symptoms at all of being unwell in the morning, please do not send them to school, in the interest and safety of all.**

## Class Groupings for safe arrival and dismissal

Classes in Group A	Classes in Group B
J.I. - Ms. Toomey	3 <sup>rd</sup> – Ms. Kilroy
S.I. - Ms. Meenagh	3 <sup>rd</sup> – Ms. Cusack
S.I. – Ms. Gilroy	4 <sup>th</sup> – Mr. Maguire
1 <sup>st</sup> – Mr. Devlin	4 <sup>th</sup> – Ms. Dudgeon
1 <sup>st</sup> - Ms. Bohan	5 <sup>th</sup> – Ms. O’Connell
2 <sup>nd</sup> – Ms. Duffy	5 <sup>th</sup> – Ms. Shine
2 <sup>nd</sup> - Mr. McCrudden	6 <sup>th</sup> – Ms. O’Reilly
Seóda -Ms McKay	

## Timetables for Group A & B

Timetable for Group A Junior Infants to 2 <sup>nd</sup> class	Timetable for Group B 3 <sup>rd</sup> to 6 <sup>th</sup> class
<p><b>8.40-8.50</b> –Arrival time at designated entrance. Pupils will be directed to new line up areas under supervision of teachers /SNAs.</p> <p><b>8.50- School starts</b></p> <p><b>10.40</b> – Break time-outdoors</p> <p><b>11.00</b> – Class resumes</p> <p><b>12.30</b> – Lunch time-indoors</p> <p><b>12.50</b> – Class resumes</p> <p><b>1.30</b> – Infant classes/Seóda finish. *</p> <p><b>2.30</b> – 1<sup>st</sup><sup>th</sup> &amp; 2<sup>nd</sup> Classes finish and exit via designated doors/gates.</p>	<p><b>8.30-8.40</b> –Arrival time. Pupils go directly to class through designated entrance.</p> <p><b>8.40 -School starts.</b></p> <p><b>10.40</b> – Break time-indoors</p> <p><b>11.00</b> – Class resumes</p> <p><b>12.30</b> – Lunch time-outdoors</p> <p><b>12.50</b> – Class resumes</p> <p><b>2.20</b> – 3<sup>rd</sup> to 6<sup>th</sup> classes finish and exit via designated doors/gates.</p>

**\*Special arrangements will be put in place for Junior Infants the first two weeks.**

**Entrances & Exits Details-** See map attached here.



- A** Main entrance gate into school yard
- B** Pedestrian exit gate from staff carpark
- C** New gate behind parish centre/on bike shed side
- 1** School entrance door by performance area
- 2** School entrance door from yard beside PE hall
- 3** School entrance at side of parochial house
- 4** School entrance by office porch

## Entrance and Exit Points

<b>Gates</b>	
A	Main entrance gate into school yard
B	Pedestrian exit from staff carpark
C	New entrance gate behind parish centre/on bike shed
<b>Doors</b>	
1	School entrance door by performance area
2	School entrance door from yard beside PE hall
3	School entrance at side of parochial house
4	School office entrance

## Entrance & Exit Points for Specific Classes

### Group A

<b>Teacher</b>	<b>Class</b>	<b>Entrance Route</b>	<b>Exit Route</b>
Ms. Toomey	Junior Infants	Gate C	Gate C
Ms. Meenagh	Senior Infants	Gate C	Gate A
Ms. Gilroy	Senior Infants	Gate C	Gate A
Mr. Devlin	1 <sup>st</sup> Class	Gate A	Gate A
Ms. Bohan	1 <sup>st</sup> Class	Gate A	Gate A
Ms. Duffy	2 <sup>nd</sup> Class	Gate A	Gate A
Mr. McCrudden	2 <sup>nd</sup> Class	Gate A	Gate A

### Group B

<b>Teacher</b>	<b>Class</b>	<b>Entrance Route</b>	<b>Exit Route</b>
Ms. Kilroy	3 <sup>rd</sup> Class	Gate A, Door 1	Gate A via door 1
Ms. Cusack	3 <sup>rd</sup> Class	Gate A, Door 1	Gate A via door 1
Mr. Maguire	4 <sup>th</sup> Class	Gate A, Door 2	Gate A via door 2
Ms. Dudgeon	4 <sup>th</sup> Class	Gate A, Door 2	Gate A via door 2
Ms. O'Connell	5 <sup>th</sup> Class	Gate A, Door 3	Gate B via door 3
Ms. Shine	5 <sup>th</sup> Class	Gate A, Door 1	Gate A via door 1
Ms. O'Reilly	6 <sup>th</sup> Class	Gate A, Door 1	Gate A via door 1

## Information re Staggered Drop Off and Collection Times

To help with reducing the amount of traffic around the school gates, we appeal to parents and children to walk to school, if it is at all possible.

**If driving cannot be avoided, parents are asked to ‘drop and go’. No parking will be permitted within the one way system or in set down areas.**

- Each group (see Groups A& B above) should arrive at the school within their own designated time slot.
- To minimize risks and help to maintain physical distancing, pupils may not enter the school grounds before their designated time slot.
- It is essential that all parents cooperate and support these time slots as staff will not be available to supervise pupils arriving before or after their designated time.
- Unfortunately, it will not be possible for parents/guardians to come onto the school grounds before/after school. (Separate, special arrangements will be put in place for our Junior Infants and their Mams and Dads at the beginning of the school year.)
- Teachers will be present to guide pupils (Group A) directly to their classes and to supervise pupils (Group B) on yard during the allocated times.
- This system will apply rain, hail or shine, so please ensure that your child comes to school prepared for the weather! Unfortunately, due to Covid-19 restrictions, it will no longer be possible to admit children into the hall on wet mornings.

## Arrival at school

- Each group should aim to arrive at the school during the 10 minutes slot allocated.

### **Group A (Junior Infants to 2<sup>nd</sup>) – 8.40 to 8.50**

(special arrangements for Junior Infants for first two weeks.)

### **Group B (3<sup>rd</sup> to 6<sup>th</sup>) – 8.30 to 8.40**

- It is extremely important that everyone co-operates with these exact times to ensure that the numbers congregating on school grounds at any one time can be minimised.
- Classes from 3<sup>rd</sup> to 6<sup>th</sup> will go directly to their classes under the guidance of designated staff members.
- Senior Infants to 2<sup>nd</sup> class should line up at their designated point with physical distancing observed. Pupils will be directed and supervised by their class teacher/SNA.
- The class teacher/SNA will guide the children from their line into the building via their designated entrance point at the appropriate time.
- **Special arrangements will be put in place for Junior Infants for first two weeks.**
- **Seóda will enter by the main school entrance door - Door 4**
- No adults, other than staff members, should enter the building.
- Messages for teachers can be relayed by phoning the school office.

## **End of School Day**

When the school day is over the following arrangements will apply

- Junior Infants to 2<sup>nd</sup> Class - the class teacher will bring the children to their designated exit point and will release the children into the care of the appointed adult.
- 3<sup>rd</sup> to 6<sup>th</sup> Class – the class teacher will lead the class to the designated exit/collection point.

## **Junior Infants to Second Class**

It is recognised that younger children are unlikely to maintain physical distancing indoors so there is no requirement for children from Junior Infants to Second Class to maintain a physical distance within their Class Bubble.

## **Third Class to Sixth Class**

Children from Third Class to Sixth Class will be arranged in Pods within their Class Bubbles, with a maximum of 6 pupils per Pod. As far as possible, each Pod will be at least 1 metre distance from the next Pod. All unnecessary furniture will be removed from these classrooms to create as much space as possible.

## **Ventilation**

Where practical, all internal doors will be left open to minimise hand contact with common surfaces.

To ensure that classrooms are well ventilated, windows will be kept open as often as possible, and will be opened while children are taking breaks in the playground.

## **Lunches**

Parents must make sure that children bring their lunches to school to avoid adults having to come to the school during the day. Please remind your children not to share their food or drinks with other children.

Children will eat their lunches at their desks, as per our usual practice. Pupils should practise opening and closing lunch boxes/drink containers as teachers will not be in a position to offer the same level of assistance offered in the past .

It is important that all lunch boxes and drink containers are washed thoroughly every evening.

## **Uniforms/Tracksuits**

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. However, we do ask parents to ensure that children's uniforms are clean.

We will follow our usual practice in relation to uniforms and tracksuits. Uniforms/P.E. tracksuits should be worn every day.

As a school, we strongly advise that children should wear their school uniforms or tracksuits **only for school related activities**. Uniforms or tracksuits should be taken off straight after children arrive home from school for the day. They should not be worn in after-school activities.

### **Substitute Teachers and SNAs**

A copy of the Covid-19 Response Plan will be provided to each substitute teacher/SNA. Substitutes will be required to complete a Return to the Workplace form before they enter a classroom and will be asked to confirm that they have engaged in the online induction training.

### **Masks**

As per DES guidelines, children under 13 years of age are not required to wear masks or face coverings.

### **Collection of Children during the School Day**

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

- When the adult arrives at the school, they should phone the office before entering the porch area and wait for instruction.
- 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 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 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. She should wear the mask if in a common area with other people or while exiting the premises.
- The school will facilitate the child presenting with symptoms to remain in isolation, if they cannot immediately go home.
- 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.

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

If a child is unable to attend school for medical reasons for an extended period of time, the class teacher (and/or the learning support teacher, where relevant) will provide work to support the child's learning at home and this will be shared with parents/guardians.

### **Personal Equipment**

- In so far as possible, it is requested that children from 1<sup>st</sup> to 6<sup>th</sup> class will bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment.
- It is further requested that all items have the child's name on them for ease of identification.
- For children in Junior and Senior Infants, the school will provide all necessary materials.
- Hand sanitizing units have been installed in all classrooms but in addition, **we ask that all children be provided with a small hand sanitizer for their own personal use.**

### **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.

### **Yard Time**

All classes will have access to the yard during the following allocated break times:

**Astro Turf**– 4 classes (1 x Jun Inf classes, 2X Sn Infants, 1 X 1<sup>st</sup> class , Seoda at 10.40 break)

(2 x 3<sup>rd</sup> classes, 2 x 4<sup>th</sup> classes at 12.30 break)

**Main Yard** 3 classes (1x 1<sup>st</sup> class, 2 x 2<sup>nd</sup> classes at 10.40 break)

(2x 5<sup>th</sup> classes, 1x 6<sup>th</sup> class at 12.30 break)

Yard areas will be divided into designated zones for each class bubble.

## **P.E.**

Where possible, P.E. will take place outdoors and use of equipment will be confined to the sets that have been distributed to class groupings.

## **Extra-curricular Activities**

The possibility of facilitating extra-curricular activities will be explored in the future. However, it will not be possible to facilitate extra-curricular activities at this point in time as it would not be recommended that children from different bubbles would interact with each other.

## **Thank You**

On behalf of the BOM and the staff, we would like to thank you in advance for your patience and understanding as we roll out these new measures. No doubt there will be challenges that lie ahead and adjustments that need to be made. We will continue to monitor our procedures and arrangements and to keep them under regular review. The plan depends entirely on the co-operation and support of all in our school community. It requires a collective effort but as we know, there is strength in unity! Ní neart go cur le chéile.

We look forward to seeing you all and to welcoming all our pupils back to Scoil Bhríde (Cailíní).

Le meas,

Paula Dargan

Principal

Anne McKeon

Deputy Principal