**Underlying Principles**

* The school has a responsibility to make 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 4 groups with each group having the same starting time (straight to classroom with supervision – see below), the same break times on fine and dry days when pitches/large field are in use and staggered finishing times. (see table below)
* The same 4 groups will enter at the same time on days when the big field is not in use and 2 groups will be out at the same time for breaks- one on the small pitch and one on the yard. Staggered leaving each evening.
* The same 4 groups will again enter as before and exit in the evening as before on days when the small pitch is not in use. The yard will then be shared between two groups at a time.
* Groups will be constituted of class groups.
* The day will include 2 x 15 minute breaks and a shorter ten minute break in the afternoon ( to ventilate classrooms and provide a movement break for pupils) for 1st-6th. Infants will also have three breaks but their movement break will be set by their teacher to allow for curriculum needs and movement needs.
* Within each class from 3rd to 6th, the children will be further divided into pods, with a distance of 1 metre being maintained between pods where possible as per DES Guidance. Furniture has been removed to make more space for pods.
* Each pupil will have a personal basket for storage of books etc during the day. These will be sprayed with a safe disinfectant spray each evening when pupils are gone home and teachers have changed books/sheets as necessary.
* Infants-2nd will all have their own cushion in their basket for activities where possible in their pods.
* All pupils have been asked to bring only colours to leave in school. A pencil case will be provided for each pupil and they will not share pencil case items or colours during the day.
* Staff will set out clear protocols in classrooms to minimise contact with schoolbags during the day.
* The staff will also set out clear protocols re bringing home materials for homework and at least
* one day every week will be a digital homework day.
* Hand sanitiser is available at all entry points and in all class and support rooms

**Timetables**

* **Means one of the two option as suitable for class timetable**

|  |  |  |  |
| --- | --- | --- | --- |
| Class/Staff | Entry | Exit | Breaks |
| Infants | 4 | 4 | 10:45-11am  12:30-12:45  1 teacher choice\* |
| **1st/2nd** | **3** | **3** | **10:45-11am**  **12:35-12:50**  **!:55-2:05\*/2:15-2:25** |
| 3rd/4th | 2 | 2 | **10:45-11am**  **12:35-12:50**  **!:55-2:05\*\*/2:15-2:25** |
| **5th/6th** | **1** | **1** | **10:45-11am**  **12:35-12:50**  **!:55-2:05\*\*/2:15-2:25** |
| **Staff** | **1** | **1** | **Supervising/ on break in staffroom** |
|  |  |  |  |

**Key to Entrances & Exits**

|  |  |
| --- | --- |
| **Main Door** | **1** |
| **Emergency exit near staffroom** | **2** |
| **Entrance near 1st/2nd** | **3** |
| **Entrance to new SET area** | **4** |
| **Exit from isolation room- end of corridor** | **5** |
|  |  |
|  |  |

**Arrival at school**

* Pupils may arrive from 9:20 onwards as their teacher will be in their classroom to receive from that time. Families are asked to let their children out of the car when there is a space to walk in and staff will monitor pupils walking in their designated entrance.
* Bus pupils will exit one by one and walk in their designated entrance under staff supervision. The bus will then perform contact area clean and collect the second load.
* Formal tuition will start at 9:40 approximately.
* We ask for co-operation with this plan as it will allow most pupils to arrive with their families at a normal time.
* No adults, other than staff/ancillary staff members, should enter the building.

**During the Day:**

* Messages for teachers can be sent by as used during the covid closure or by phoning the school office. Teachers will be in touch as soon as possible on receiving the query.
* Appointments to meet a teacher can be arranged and facilitated using visitor log and a designated meeting place in the school hall. All visitors will have to fill in contact tracing log/sanitise and wear a visor and/or a face mask for the visit.
* The school can be phoned if necessary to pass a message to a teacher/pupil. Any item that needs to be delivered to a pupil during the day- eg forgotten medication/lunch etc.. if a call is made to the school phone (0579355642) a staff member will come to the gate to take the item.
* If a pupil is feeling unwell the school/HSE Covid-19 protocol will be followed and that pupil will be accompanied to the isolation room off the hall until collected. Parents/contact will be immediately contacted to collect. If a pupil becomes suddenly very unwell further HSE protocols re contacting ambulance etc.. will be followed.

\*\***Please ensure the school have all the correct up to date contact numbers in case your child becomes unwell during the school day.\*\***

**End of School Day**

* Adults, who are collecting their children from school at the end of the day, should wait in their car until their child exits. It is important that all adults collecting younger pupils near the gates maintain social distance while waiting and returning to their car with their child.
* When the school day for that class is over the following arrangements will apply –

Infants: will exit as normal at 2:10 pm to cars and bus with teacher and SNA supervision to the gate.

\*\*Until September 11th the new Junior Infants will leave at 12:30 pm. \*\*

* 3pm- 1st/2nd class will exit.
* 3:05pm – 3rd/4th will exit.
* 3:10pm – 5th/6th will exit.

**While this will mean parents will have to wait for pupils to exit from various classes it is critical that pupils exit to families safely after being in their class bubbles during the day.**

**Collection of Children during the School Day**

If an adult has to collect a child during the course of the school day where it is not for a suspected covid -19 case, the following arrangements will apply

* When the adult arrives at the school, they should phone the office to say 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 view the staff member 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 (called the First Aid Room) 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, 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.**

**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**

**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 and the school has received the correct medical/parental information to the Principal, the class teacher (and/or the learning support teacher, where relevant) will organise suggested activities to support the child’s learning at home to share with parents.

**Personal Equipment**

* It is requested that children from Infants to 6th Class will bring their own colours to school to leave in their own box and they will not share these.
* The school will provide pencil cases with the correct classroom items for each child. These will be labelled and not shared. They will remain in school each day to prevent touch contact travelling to homes.
* It is further requested that all items of uniform and school bags and lunchboxes have the child’s name on them for ease of identification.

**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.

Ms Foley will organise a set of balls for each class bubble for outside. The class teacher will clean these daily and weekly for use each day.

**Yards**

Yards will be supervised by class teachers, learning support teachers and SNA’s working within those bubbles.

First aid support will be brought out by SNA staff to deal with small scrapes etc..

**Three breaks for 1st-6th are being planned to allow for movement breaks/ventilating classrooms during the day.**

The plan for yard and breaks will be finalised by staff in late August. It is expected that there will be three options for breaktimes depending on weather and availability of the two pitch areas due to soft ground etc..

**All pupils will need to bring suitable footwear and coats etc.. for outdoor break even on wet days to fully ventilate classrooms and allow pupils a movement break with fresh air on these days.**

**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.

**Teacher Absence and Substitution**

**In the event that 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.**

**PE**

Where possible, PE will take place outdoors and use of equipment will 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 will be cleaned at intervals throughout the school day.