**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 through a phased basis.
* 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 **6 groups** with each group having different starting times, break times, lunch times and finishing times.
* Groups will be constituted

 **1. Junior Infants**

 **2. Senior Infants**

 **3. First Class**

 **4. Second Class**

 **5.Early Start**

 **6.The Den**

* The day will include **2 breaks**.
* Within each class children will be divided into **pods of 4/5 children** at each table.
* **Hand sanitiser** will be available at all entry points and in all class and support rooms and on corridors, staffroom and toilets etc.

|  |  |  |  |
| --- | --- | --- | --- |
| **Group D** | **Group C** | **Group B** | **Group A** |
| **Junior Infants** | **Senior Infants** | **1st Class** | **2nd Class** |
| **JI – Ms. Duff****JI – Ms. McMahon****JI – Ms. Troy****SET – Ms. McDermot****SNA – L. Hyland** | **SI – Ms. Hudson****SI – Ms. Fitzpatrick****SI – Ms. Walsh****SET – Ms. Heavey****SNA – H. Morris** | **1st – Ms. Cafferkey****1st – Ms. O’Brien****1st – Ms. Maguire****1st – Ms. Loughnane****SET Ms. McNelis****SNA – T. Halpin, K.Anderson** | **2nd – Ms. Boland****2nd – Ms. Fox****2nd – Ms. Kirrane****SET – Ms. Ryan****SNA – M. Keogh** |

|  |  |
| --- | --- |
| **The Den** | **Early Start** |
| **Ms. O’Meara****Ms. O’Connor****SNA – A. O’Donnell****SNA – J. Lynch****SNA – A. Farrell****SNA – V. Coogan****SNA – M. Kinsella** | **Ms. Cleary****Ms. O’Leary****Child Care Worker – Ms. Cummins****Child Care Worker - Ms. Giblin****Come in 9.30** |

**Key to Entrances & Exits**

|  |
| --- |
| **Entrance and Exit Points** |
| **Children will be collected from the drop off point and brought to their classrooms through their outside classroom doors, by their teacher.** **Room 8 will come through the front door.****Classroom doors****The Den****Early Start****Front door****Hall door** |

**Entrance & Exit Points for Specific Classes**

|  |  |  |
| --- | --- | --- |
| **Teacher**  | **Class** | **Entrance & Exit Point** |
| **Ms. Duff** | **Jun Inf** | **4** |
| **Ms. McMahon** | **Jun Inf** | **6** |
| **Ms. Troy** | **Jun Inf** | **5** |
| **Ms. Hudson** | **Sen Inf** | **Front Door** |
| **Ms. Fitzpatrick** | **Sen Inf** | **2** |
| **Ms. Walsh** | **Sen Inf** | **1** |
| **Ms. Cafferkey** | **1st Class** | **16** |
| **Ms. O’Brien** | **1st Class** | **15** |
| **Ms. Maguire** | **1st Class** | **10** |
| **Ms. Loughnane** | **1st Class** | **9** |
| **Ms. Boland** | **2nd Class** | **13** |
| **Ms. Ms. Fox** | **2nd Class** | **11** |
| **Ms. Kirrane** | **2nd Class** | **12** |
| **Ms. O’Meara** | **The Den** | **ASD** |
| **Ms. O’Connor** | **The Den** | **ASD** |
| **Ms. Cleary** | **Early Start** | **Early Start** |
| **Ms. O’Leary** | **Early Start** | **Early Start** |

**Arrival at school**

**When the phased entry period is over,**

* Each group should come to the school at their appointed time.

**Group A – 8.50 2nd Class**

**Group B – 9.00 1st Class**

**Group C – 9.10 Senior Infants**

**Group D – 9.20 Junior Infants**

* 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. All adults **must** wear a mask and adhere to 2 **metre** physical distancing
* Each class should line up at their designated point with social distancing observed on yard.
* The class teacher will take their children from the yard to the classroom door at the appropriate time.
* **No adults, other than staff members, should enter the building without an appointment.**
* **Messages for teachers can be sent by email, or by phoning the school office.**

**End of School Day**

* It is very important that adults, who are collecting their children from school at the end of the day, must wait at the gate/collection area wearing a mask and maintaining a 2 metre social distance.

**Group A – 2.30 2nd Class**

**Group B – 2.40 1st Class**

**Group C – 1.40 Senior Infants**

**Group D – 1.30 Junior Infants when in for a full day**

**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 phone the office 014524062 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 can enter the school building, unless invited to do so

# Dealing with a suspected case of Covid-19

Pupils **must 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. 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 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 has Covid-19 symptoms.
* Arrangements will be made for appropriate cleaning of the isolation area and work areas involved.
* **It is very important for parents/guardians to supply up to date phone numbers and to be accessible at all times during the school day. It is your responsibility as parent/guardian to be contactable at all times and to supply the school with up to date phone numbers.**

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) suggested activities to support the child’s learning at home will be shared with parents.

**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

* The parents of all children in the class will be notified
* Public health advice will be sought and followed

**Personal Equipment**

* For children in Junior and Senior Infants, 1st, 2nd, the school will provide a pouch or container which will hold each child’s pencils, crayons, etc., and which will be labelled with their name. There will be no sharing of pencils, crayons, plasticine etc.

**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 3/4 classes (bubbles) will have access to the yards during their allotted break times. Each bubble will have their own separate space.

The classrooms will be sanitised when the children are on yard.

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

**Learning Support**

In keeping with our Special Education policy, learning support is provided by a blended approach of in-class support and withdrawal. There will be no withdrawal for the moment to limit the amount of movement. 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.

**PPE**

Staff will wear visors/ masks during the day. 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 a teacher or SNA is unable to attend school, every effort will be made to secure a substitute teacher for the class or SNA for the group. It is not appropriate for the class to be divided into groups and accommodated in other classes. As soon as a teacher or SNA knows that they will be absent from school, they must let the Principal or Deputy Principal know as soon as possible. It is important that a class timetable is displayed in the classroom, and planning is easily accessible for the substitute teacher. Some spare work can be left in the classroom for these days.

**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. Equipment cannot be shared.

**Extra-curricular Activities**

It is not recommended that children from different bubbles participate in extra-curricular activities at the same time. The staggered finishing times will also make the scheduling of after-school activities problematic.

**Homework**

Homework will not be given for the first term.

**Uniform**

Uniform/tracksuit must be clean and washed regularly

**Access to school**

Parents/Guardians are asked to come in time in the morning and again in the afternoon to leave and collect children. We have to make sure that there is social distancing and NO congregating of adults around the school at any time. Adults must wear a mask. Parents may not enter the school building during the day.
There will be a ‘children only past this point’ area inside the school gate from where the children will walk to their class line and will be escorted to their classroom by the class teacher.

We **appeal** for your full co-operation with these Covid-19 measures to keep everyone safe – children, parents/guardians, teachers, SNAs, ancillary staff in order for a safe return to school for all.

**Appendix A**

To Start the year, classes will be re-introduced to school in the following way.

Thursday 27th August

**2nd Class 10.00am – 12pm**

With full days as outlined in plan from Friday 28th August

Friday 28th August

**1st Class 10.00am – 12pm**

With full days as outlined in plan from Monday 31st August

Monday 31st August

**Senior Infants 10.00am – 12pm**

With full days as outlined in plan from Tuesday 1st September

Tuesday 1st September

**Junior Infants**

Classes will be divided into 4 groups Red, Blue, Green, Yellow

**On Tuesday 1st September and Thursday 3rd September**, Red group will come to school at 9.20 – 11am. One adult only may accompany the child to the classroom and stay for a maximum of 20 minutes. The children will remain until 11am. They will be collected from their classroom on these days only.

**Blue** group will come to school at 12 midday – 1.20. One adult may accompany the child to the classroom and stay for a maximum of 20 minutes. The children will remain until 1.20. These groups **will** **not** come to school on Wednesday 2nd and Friday 4th.

**On Wednesday 2nd September and Friday 4th September,** **Green** group will come to school at 9.20 – 11am. One adult only may accompany the child to the classroom and stay for a maximum of 20 minutes. The children will remain until 11am. They will be collected from their classroom on these days only.

**Yellow** group will come to school at 12 midday – 1.20. One adult may accompany the child to the classroom and stay for a maximum of 20 minutes. The children will remain until 1.20. These groups **will** **not** come to school on Wednesday 2nd and Friday 4th.

**Early Start**

Early Start team are happy to welcome the children on a phased basis starting on Thursday 3rd September and Friday 4th September. Full details to follow by post.