

Scoil Náisiúnta an Chroí Ró-Naofa

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Logistics Plan for the Safe Reopening of Rath N.S.

The purpose of this document is to provide clear and helpful guidance for the safe operation through the prevention and control of COVID-19 in Rath N.S.

It provides key messages to minimise the risk of COVID-19 for staff, pupils, families and the wider community while recognising the importance of education for the health and wellbeing of pupils and society as a whole.

This document focuses on the practical steps which can be taken in our school to minimise the risk of the introduction of infection into schools while recognising that no interpersonal activity is without risk of transmission of infection at any time.

This is a live document and a work in progress that involves all stakeholders as we work towards the safe return to school.

Underlying Principles

- 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, staff and parents. 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 the 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 two groups with each group having different morning yard routines and break times when the pitches are wet.
 - Group 1: Junior Infants, Senior Infants, 1st Class & 3rd Class
 - Group 2: 2nd Class, 4th Class, 5th Class & 6th Class
- Within each class from 3rd to 6th, the children will be further divided into pods, with a minimum distance of 1 metre being maintained between pods. We will operate pods in the Junior classrooms also insofar as possible.
- Hand sanitiser will be available in all classrooms, support rooms and common areas.

Arrival at school

- Both groups should aim to arrive at the school in the 20 minutes immediately preceding our school start time, **9am – 9.20am.**
- We ask for co-operation at this time to minimise the numbers congregating on or outside the school grounds. Parents are asked to drop and move promptly if travelling by car and not to congregate outside the school. Social distancing must be maintained and we ask adults collecting/dropping children at the school gate to wear face masks.
- Group 1 & 2 will alternate morning yard play each week. In Week 1, Group 1 can play in their designated yard area before 9.20am. Pupils in Group 2 will walk straight to their classrooms once they arrive at school. In Week 2, the opposite will happen.
- **All pupils will go directly to their classrooms on the first day – August 27th.**
- No adults, other than staff members, should enter the school grounds. We appreciate your understanding.
- Messages for staff can be sent by email or by phoning the school office.

***For the first week of school, parents of Junior Infant children or SEN children will be permitted to walk them to their entry point but are not permitted to enter the school building. Junior Infants will start at 9:40am on the first two days.**

End of School Day

- Adults, who are collecting their children from school at the end of the day, should ensure that they're maintaining social distancing protocols at all times and wearing face masks if approaching the school gate. Parents are encouraged to use the church car park also.
- When the school day for that class is over the following arrangements will apply:
 - Jun Inf – 2nd Class - the class teacher and SNA 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
 - 3rd – 6th Class – the class teacher will allow each pod 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 phone the office to alert us that they have arrived. Failing this, they should stand in the reception area and wear a mask

- 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. They must sanitise their hands before and after signing.

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 procedures will be implemented:

- Parents/guardians will be contacted immediately.
- **We ask that parents have a plan in place for collecting children who may fall ill while at school. If a child falls ill and you are at work, it is important that we have the contact details of the nominated emergency contact. Please update these details using Aladdin.**
- The child will be accompanied to the designated isolation area 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.
- 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 if required.
- 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. We advise all parents/guardians to download the HSE Covid Tracker App.

Please note that the staff of Rath N.S. are not medical professionals. At all times we act in the best interests of all the children in the school following the advice of the HSE and training provided by the Department of Education.

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**
- **Parents are asked to regularly monitor their child's temperature and other symptoms**
- We ask that all absences are explained using Aladdin Connect. **Please do not send in notes.**

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 Special Education Teacher, where relevant) will suggest activities to support the child's learning at home 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

Hand Hygiene

Hand sanitiser dispensers have been installed in each classroom and in common areas throughout the school. Warm water and soap are available in all sinks and we have installed hand towel dispensers at each sink. Hand hygiene will be promoted and encouraged, and parents/guardians are asked to support the school in reinforcing this message.

Pupils and staff should perform hand hygiene:

- On arrival at school
- Entering and exiting classrooms
- Before eating or drinking
- After using the toilet
- After playing outdoors
- When their hands are physically dirty
- When they cough or sneeze

We are asking all children from Junior Infants to 6th Class to bring their own hand sanitizer with them to school.

Respiratory Hygiene

Make sure you, and the people around you, follow good respiratory hygiene. This means covering your mouth and nose with a tissue or your bent elbow when you cough or sneeze. Then dispose of the used tissue immediately and safely into a nearby bin.

By following good respiratory hygiene, you protect the people around you from viruses such as cold, flu and Covid-19.

Personal Equipment

- It is requested that children bring their own pens, pencils, colours, rubbers, etc., to school in their own pencil case to avoid the sharing of equipment. Pencil cases and books will remain in school overnight and are not to be sent home in schoolbags.
- It is further requested that all items have the child's name on them for ease of identification.
- We are asking all pupils to bring their own hand sanitizer with them to school.
- The children will be provided with their personal trays to store all their copies, textbooks, readers, dictionaries etc. The trays will be stored at their desks and won't be handled by other pupils.
- Children who bring football boots, old runners, spare gear etc. to use at break time need to store their gear in a boot bag or backpack that can be easily sealed. Bags will be stored in boxes outside the classrooms.
- ***Books and stationary must remain in school. School books will not be used for homework tasks. This will be reviewed at the end of September.***

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.
- Please make sure your child is self-sufficient i.e. they can open/peel any lunch/drink you pack for them. Please pay particular attention to any drinks that require a straw.
- Please make sure they have enough drinks to last them throughout the day as we will not be in a position to refill drinks bottles.
- Children will eat their lunches at their desks. No food will be allowed onto the yard.
- Lunch boxes should be cleaned daily.

Shared Equipment

By necessity, some classroom equipment needs to be shared including iPads 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 & Break Times

Each class bubble will have access to their designated play areas at break times. 8 separate areas will be clearly marked on our two grass playing areas. When the grass pitches are out of use, we will operate two different yard breaks as follows:

Group 1: 09:00 – 09:20, 10:50 – 11:00, 12:30 – 1:00

Group 2: 09:00 – 09:20, 11:05 – 11:15, 1:05 – 1:35

Class	Yard
Junior Infants	C

Senior Infants	D
1 st Class	B
2 nd Class	C
3 rd Class	A
4 th Class	D
5 th Class	B
6 th Class	A

The 5-minute gap between the two groups will allow the yard to clear before Group 2 leave their respective classrooms.

Yards will be supervised by teachers and SNAs working within those bubbles.

The children will be required to clean their hands before and after break times. Hand sanitizer will not suffice if the hands are visibly soiled, and soap and water must be used.

Toilets during break: Children will be given time before going to yard for each break to eat and use the toilet. A route to toilets will be identified for each yard.

First Aid: Children will be treated for minor first aid such as cuts & scrapes, plasters will be used where necessary. Staff who are administering first aid will wear appropriate PPE including gloves, aprons and face coverings. Ice packs will be given only when absolutely necessary. For minor bumps, paper towels will be run under cold water which children can dispose of once they are feeling better. In the event of bumps to the head, parents will receive a courtesy call.

Special Education

In keeping with our Special Education Needs 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 and SNAs will work within the confines of a bubble in so much as possible.

- Children with the greatest need will be prioritised when allocating available resources.
- Where an SNA or SET is working alongside a class teacher in a classroom, both staff members must be mindful of maintaining social distance from one another.
- Where children 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.

Further detailed procedures will be provided to SNAs, SETs and classroom teachers with regard to:

- Moving pupils safely to and from SEN settings (ARC/SET room/safe bases/movement breaks)
- Guidelines for SNAs working in classroom bubbles
- Guidelines for special education teachers in SEN rooms
- Guidelines for special education teachers in classroom bubbles

All Student Support and Student Support Plus meetings between staff and parents of special education needs pupils will take place online for the 2020/21 school year. Further guidance will follow on parent/teacher meetings.

PPE

It is recommended that staff wear face coverings where a distance of 2 metres cannot be maintained. Staff who are attending to particular care needs or who are administering first aid will wear appropriate PPE including gloves, aprons and face coverings.

Teacher & SNA 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 for the class or child/children concerned.

If a substitute teacher is not available, and the support teachers and principal are already covering classes, 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.

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.

Extra-curricular Activities

The possibility of facilitating extra-curricular activities will be explored and further updates will be provided in September.

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. We will follow our usual practice in relation to uniforms and tracksuits.

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 the child arrives home from school for the day. They should not be worn in after-school facilities, shops, during after-school activities, etc.

Cleaning

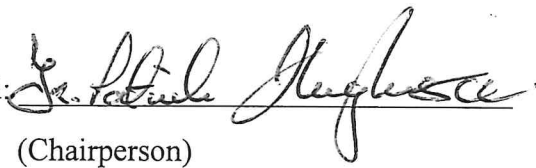
The school will be cleaned on a daily basis. Additional cleaning will take place during the day and will focus on frequently touched surfaces – door handles, hand rails, chairs/arm rests, communal eating areas, sinks and toilet facilities.

All staff will have access to cleaning products and will be required to maintain cleanliness of their own work area. Staff should thoroughly clean and disinfect their work area before and after use each day.

Staff must use and clean their own equipment and utensils (cup, cutlery, plate etc.). Rooms where a pupil/staff member with suspected COVID19 was present should be cleaned as soon as practicably possible. Once the room is vacated, the room should not be reused until it has been thoroughly cleaned and disinfected and all surfaces are dry.

Implementation and Monitoring

This is a live working document subject to change. We will amend if and when is necessary, and as we receive more guidelines from the Department of Education and Skills.

Signed: 
(Chairperson)

Date: 17th August 2020

